



Student Program

Letter of Recommendation Guidance

Beginning in 2023, GHC Student Program applicants will be required to submit a letter of recommendation as part of their application packet. The purpose of this document is to help students identify who to ask for a letter of recommendation, as well as help recommenders craft a letter that will meet the committee's needs. We suggest students send this document along with the request for a letter of recommendation.

Who: The letter of recommendation must be written by an Emergency Management professor, instructor (anyone who teaches a FEMA or FDEM training course), or practitioner (someone actively employed in the field of EM) who knows the student well enough to speak to their strengths.

TIP: An internship supervisor or volunteer coordinator is a perfect author.

What: The letter must describe the student's suitability for the program based on the program's mission and ideal candidate statement, demonstrate the student will benefit from the program, and highlight the student's commitment to emergency management and academic achievement. The letter should not be longer than 1 page.

Mission: Empowering the next generation of emergency management professionals through education, networking, and mentorship.

Ideal Candidate: The ideal candidate for the GHC Student Program is a student (undergraduate or graduate) or recent graduate (no earlier than December 2022) looking to enter the field of Emergency Management. The GHC Student Program facilitates networking with professionals at all levels and sectors of Emergency Management, encourages participants to explore areas of interest within EM, provides professional development in the form of resume workshops and conversations with other young professionals, and fosters new mentor relationships. For these reasons, the GHC Student Program is looking for applicants who are committed to beginning their professional development and not yet employed in the field of Emergency Management.

When: The letter of recommendation is due along with the application by February 8, 2023. Students should ask for their letter of recommendation as soon as possible to allow recommenders sufficient time to write the letter. The application portal opens January 4, 2023.