



Podiatry

RELEASE FORM For Letters of Evaluation To Podiatry Schools

2026-2027

Last Name	First Name	RU ID#	Podiatric ID#
Email	Phone Number	Class Year	

HPO procedures and policies for the compilation and release of letter packets:

- We do not customize packets for individual schools.
- While students may request particular letters, the letters which comprise each packet are ultimately selected by the faculty/staff of the HPO.
- Without exception, letters are sent by the HPO Staff. **Letters are never given to students.**
- All recommendation letters should be received and visible in your HPOdrome account before signing the release form.
- Release forms are processed on a first-come/first-served basis.
- Please allow **at least 2-4 weeks** between submitting this form and the actual release of letters. During our busiest times (June through August) there may be a **longer wait**.
- It is the student's responsibility to submit release forms to this office in sufficient time to meet deadlines.

HPO Processing Fees offset the submittal cost and support the activities of the HPO:

- There is a \$10.00 **non-refundable** fee for every school or program via email.
Note: We require a verifiable address at an educational or research institution.

Please list schools along with the professional email addresses on back of this page.



We cannot upload letters to the AACPMAS portal nor to any links. Do not send links to the HPO. We can only email letters directly to programs to a verifiable education email.

Please list the school/program name with the education (professional) email address:

1. School/Program Name: _____

School/Program Email: _____

2. School/Program Name: _____

School/Program Email: _____

3. School/Program Name: _____

School/Program Email: _____

4. School/Program Name: _____

School/Program Email: _____

5. School/Program Name: _____

School/Program Email: _____

6. School/Program Name: _____

School/Program Email: _____

(\$10 per program) Total Fee: _____

I certify that I am ready to have my letters sent out as soon as possible.

Signature _____

Date _____