

Transcript Abbreviation Form and Letters of Recommendation Waiving Instructions for SOPHAS Application - Non-Degree Students Only

- A. Self-reporting your coursework and submitting official transcripts is highly recommended if you will be applying to a degree program this cycle or next. If you wish to bypass coursework reporting, please complete the form below as indicated. All questions with a red square must be answered.

Please append copies of your transcripts to your CV and upload the entire document to SOPHAS.

MY TOOLS

MY APPLICATION

MY PROFILE

- Account Information
- Change Password
- Change SSN
- Change Secret Question

PRINT APPLICATION

MY MESSAGES

1 saved messages

HELP

- FAQs
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Application > Colleges and Universities Attended

Required Information [INSTRUCTIONS FOR THIS SECTION](#)

VIEW LIST

Institution Information

Name of College or University:

[Click here](#) to select colleges from the list

Name of foreign or not listed U.S. institution:

[Click here](#) for a list of foreign institutions, or enter name of not listed U.S. institution

College or University City:

College or University Country:

Was English your primary language of instruction?

You must answer this question ONLY if you are adding a Non-U.S. institution.

College level:

Attendance Date From - Month:

Attendance Date From - Year:

Attendance Date To - Month:

Attendance Date To - Year:

Degree Information

Degree:

If 'Other' degree, please indicate the name here

Degree status:

Month degree earned or anticipated:

Year degree earned or anticipated:

First major:

If 'OTHER/NOT LISTED' please specify Major/Minor

Second major or minor:

If 'OTHER/NOT LISTED' please specify Major/Minor

[CANCEL](#) [SAVE](#) [PRINT](#)

B. The process for waiving letters of recommendation in SOPHAS is as follows:

Select **References**

Select **Add New Entry**

Select **Yes** for **Waive the Right**

Check the 2 agreement boxes

Select any **Title**

Enter **LOR** as the **First Name**

Enter **Waiver** as the **Last Name**

Enter (and confirm) **admlor1@hsph.harvard.edu** as the **Email Address**

Enter **617-432-1031** as the **Phone Number**

Select **Save**

Repeat these steps twice doing the exact same thing, except for the second time use admlor2@hsph.harvard.edu as the email address, and use admlor3@hsph.harvard.edu the third time.