

Clarification Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Residency Program Name]

[Institution Name]

[Institution Address]

[City, State, Zip Code]

Subject: Clarification Regarding Residency Program Terms

Dear [Recipient Name],

I hope this letter finds you well. I am writing to request clarification on certain terms related to the residency program at [Institution Name].

Specifically, I would like to understand:

- The expectations regarding on-call hours.
- The duration of each rotation and any specific requirements.
- Opportunities for research and academic development.

Having a clear understanding of these terms will greatly assist in my preparation and commitment to the program.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]