

INSTRUCTIONS TO COMPLETE APPLICATION
FOR EVE & GENE BLACK SUMMER MEDICAL CAREER PROGRAM

PROGRAM HAS ON-LINE AND IN-PERSON OPPORTUNITIES (In-person sessions subject to change)

PLEASE NOTE: this application must be completed in one sitting. Answers cannot be saved. LAPS recommends that before you begin, you review the sample application found on the LAPS website under Eve and Gene Black Summer Program tab and the application instructions for:

- 1. 3 essay questions**
- 2. Letter(s) of Recommendation**
- 3. Extracurricular Activities AND Honors/Awards**

If you do not find answers to your questions on our website documents, please contact: eseaman@lapedsoc.org

Section 1. Name and Contact Information for Applicant, Parents/Guardian and High School Counselor:

Make sure that you can be reached at all phone numbers and emails that you list. **DO NOT USE A SCHOOL EMAIL ADDRESS AS YOUR PRIMARY EMAIL.** Use gmail or yahoo account to ensure that you receive all LAPS emails (School email servers reject our emails).

- Give additional phone numbers/emails if necessary.
- **Be sure to** set up your cell phone voicemail. Or if your voicemail is already setup, **make sure** that your voicemail has room to leave messages. Check your phone and email for messages, **often, including spam folder.** See FAQs Section II, Question #6
- **Slow responses are viewed as a lack of interest and can possibly affect your placement chances.**

Section 2. Sessions Selection for On-Line and In-Person Programs:

- If selected to participate, you must be available for **ALL** of the session dates/times as indicated on the application. **NO EXCEPTIONS**
- All participants in in-person programs must provide their own transportation. Please see Facility Address & Requirement List for detailed information.
- Please note that if you apply to an in-person program and are not selected or the in-person program is cancelled, you will have the option to be considered for the on-line program, unless you opt out of being considered.

Section 3. Essay Questions/Prompts : Info – FAQs Section II, Question #2

- Limit: 4 pages to answer ALL three (3) questions/prompts.
- This section is **VERY** important and carefully read by reviewers.

Section 4. Letter(s) of Recommendation: Info – FAQs Section II, Question #3

- A letter may be written by any person, NOT related to you, who knows you and your character/abilities/talents
- This may be a teacher, counselor, principal, family physician, neighbor or employer/supervisor of a paying or volunteer job.
- To learn more visit: www.bestsampleresume.com/letter-of-recommendation.html

- 1 letter is **required** but you may include 1 additional letter.
 - **There are two options to submit your letter(s):**
 1. You may upload your letter(s) yourself to the upload site on the application, **preferred method**, as you will know that the letter(s) of recommendation were sent.
 2. If your recommender(s) prefer, they may submit the letter(s) privately using the submission form link provided on the application. This submission form link can also be found on the LAPS website.
- **Any other method of sending letter(s) of recommendation will need to be pre-authorized by LAPS Administration.**
- To confirm that LAPS has received your letter(s) of recommendation, please send an email request to eseaman@lapedsoc.org

Sections 5, 6, 7. Extracurricular Activities AND Honors/Awards: Info on FAQs Section II, Question #4

- Extracurricular Activities AND Honors/Awards document need to be **uploaded** to the application.
- The information may be formatted like a resume.
- List/Include all academic and non-academic activities, talents and/or achievements, both in and out of school, school/community clubs, volunteer service and job/life experience/skills. Include skills such as bilingual/proficient in another language or musical accomplishment.
- Explain activities or honors/awards whose names do not easily indicate what they are and/or what they represent. Coordinators need to understand the purpose/definition of organization(s) where you participate. Are there membership requirements? What is your level of involvement – member or officer? For how long?

Deadline: Friday, February 13, 2026, at midnight (PST)

All applicants will be notified whether accepted or not **VIA EMAIL** by **Friday, April 3, 2026**

If you have not received an email by the notification deadline,
please send an inquiry email to eseaman@lapedsoc.org