

To: Diplomates of the American College of Theriogenologists serving as References for Petitioners to Candidacy

From: Chairperson, Training/Credentialing Committee
American College of Theriogenologists

Thank you for agreeing to serve as a reference for a petitioner to candidacy with the American College of Theriogenologists. The ACT Training/Credentialing Committee, which reviews credentials of prospective candidates, relies to a great extent on letters of reference when determining a petitioner's suitability for candidacy in the ACT.

In addition to any general or specific comments you would like to make on behalf of the petitioner, please address, to the best of your knowledge, and include the following in your letter.

- A careful description of the petitioner's devotion to Theriogenology
 - Percentage of time
 - Roles
 - Experience
 - Settings (i.e., practice, academic, industry, other)
- The petitioner's moral character and professional behavior
 - Our Constitution specifically states "certification is open to veterinarians who have demonstrated unquestionable moral character and impeccable professional behavior."

Your letter should be addressed to the Training/Credentialing Committee, placed in an envelope and sealed. You should sign the envelope over the sealed flap and give it to the petitioner for inclusion in the credentials packet, which will be forwarded to the committee. Alternatively, the Diplomates may send the letters directly via email to the ACT office at ACT@franzmgt.com. Receipt of the email should be verified by the ACT office.

Thank you for your assistance.