

Avoiding Biases in Letters of Recommendations



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If you identify biases in a letter of recommendation:

- Use the letter with caution or reduce its significance in the evaluation.
- Follow up with the letter writer to gain more clarity on the details.
- Requesting additional references may be appropriate in some cases.

What are ways you can reduce biases when writing or reviewing letters of recommendation?

- 1) https://csw.arizona.edu/sites/default/files/avoiding_gender_bias_in_letter_of_reference_writing.pdf
- 2) https://www.montana.edu/lachowieclab/dei/ref_letter_racial_bias.html
- 3) <https://www.uvic.ca/equity/assets/docs/biasesfacultyletter.pdf>