

Letter of Reference Template

Fall 2026 Graduate Student Traineeship

Name of Applicant	
For how long have you known the applicant?	
In what capacity do you know the applicant? (i.e. undergraduate instructor)	
Referee Name	
Title	
Email	
Phone Number	

Please comment on the applicant's scholastic ability and capacity for research at the graduate level. Your comments will be held in the strictest of confidence. If additional space is required, please append an attachment.