

**Template letter of reference *(max 1 page)***

**To:** *(please insert the name of the Main Supervisor, and recruiting organisation)*

**Place and Date:** *must be dated 2023. Old references letters not tailored to the project-s choice will not be taken into account under evaluation.*

Dear Prof…….,

I undersigned ….. [*First name and surname*], current ….. (*role*/*position*) at ….. *(name of the organisation and address)* with over ….. (*years of experience in the field*)) years of experience in the field of ……..,. personally know (*name and surname of the candidate***)** because ……(*specify why you know the candidate).*  It is therefore my pleasure to recommend **him/her (***select***)** for undertaking a doctoral/PhD course at your university.

*Here insert the contents of the reference (motivation, capabilities, strengths in general, punctuality, team working, others) of maximum 200 words).*

If you need further information on the candidate, I am at your full disposal and available at ……. (*insert mail address and telephone number)*

Yours sincerely,

Name, date, signature