This is a template.

The letter must be written on the official letterhead of the supervisor’s institution.

All red text indicates placeholder fields that must be completed and replaced with the appropriate information. Do not leave any red text in the final version.

Supervisor full name

Supervisor position

Institution legal name

Institution department

Institution complete address

ERS Headquarters

4, Avenue Ste-Luce

CH 1003 Lausanne

Switzerland

Place, Date (DD.MM.YYYY)

**Subject: Recommendation letter for Applicant’s FULL NAME - ERS Long-Term Research Fellowship (LTRF) 2025 Application**

Dear ERS F&A Director,

Dear ERS College of Experts,

As the supervisor of Applicant’s FULL NAME, I am pleased to provide my support for his/her application for an ERS Long-Term Research Fellowship.

I met and worked with Applicant’s FULL NAME at Institution name, where I oversaw his/her work as part of our research team. During this time, we collaborated closely within the framework of a project focused on Briefly describe the project or research area (minimum 1000 characters with spaces). Applicant’s FULL NAME was involved in Describe the applicant’s role (minimum 1000 characters with spaces).

Our collaboration allowed me to directly observe Applicant’s FULL NAME’s overall scientific skills, collaborative spirit, independent decision-making abilities, and clear communication, both written and oral. Please elaborate on this assessment, providing specific examples and details (minimum 1000 characters with spaces).

I have reviewed the research project proposal for the ERS Long-Term Research Fellowship 2025 titled *Research project title* and consider it a relevant and valuable project that aligns well with Applicant’s FULL NAME’s academic background and career plan. Please elaborate on this assessment, providing specific examples and details (minimum 1000 characters with spaces).

I strongly support Applicant’s FULL NAME’s application and trust that his/her participation in the ERS Long-Term Research Fellowship will be of great benefit to his/her career development and the scientific community.

Sincerely,

|  |  |
| --- | --- |
| Supervisor signature:  *handwritten or certificate-based signature mandatory* |  |