

## **Guidelines for Recommendation Letter**

A supervisor's recommendation letter to the organizer must be submitted for application.

- The letter must include name of the applicant.
- The letter must include name, title, affiliation, mailing address, email address, and wet signature of the supervisor.
- The letter must be clearly dated.
- The letter must be uploaded as a PDF file to the web page at the time of application, or may be sent by postal mail or by e-mail to the address below at a later date.
- The subject line of the email should be "Recommendation Letter / Name of participant" (e.g., "Recommendation Letter/ Smith") when it is sent by e-mail.
- The name of the PDF file should include the family name of the applicant, (e.g., Smith\_recommendation.pdf)

### **Important**

Your application is not complete unless you submit all the required documents.

If you wish to submit your recommendation letter at the later date, please submit it well in advance of the deadline. If it is not completed, you will not be considered for the screening.

### **E-mail**

[admin@advanced-immunology.net](mailto:admin@advanced-immunology.net)

### **Postal Mail**

University Hospital Bonn  
Cluster of Excellence ImmunoSensation  
BMZ (building 13)  
Venusberg-Campus 1  
53127 Bonn