



STUDENT GRANT APPLICATION

Letter of Recommendation Form

Letters must be emailed or postmarked by 27 February 2004

PLEASE READ THIS BEFORE WRITING LETTER

Students applying for funding through the SWS Student Research Grants Program are required to have two letters of recommendation sent. One letter must be written by the applicant's research advisor. The second letter should be written by a qualified individual familiar with the applicant and technical details of the proposed project. Each referee must clearly identify the nature of his/her relationship with the applicant. The letters of reference must clearly and directly address the proposed research and the applicant's role in project development and initiation, taking into consideration the academic stage in the applicant's career (*viz.*, seeking a Bachelors, Masters, or doctoral degree). Letters also should evaluate the likelihood that the work will be successfully completed. *Student applications with missing or late letters will not be considered for funding.*

STUDENT APPLICANT INFORMATION:

Student's name:

Student's academic institution:

Title of student's proposal (do not exceed frame area):

REFEREE INFORMATION:

Name:

Academic institution:

Complete institutional mailing address (do not exceed frame area):

Phone number (with area code):

Fax number (with area code):

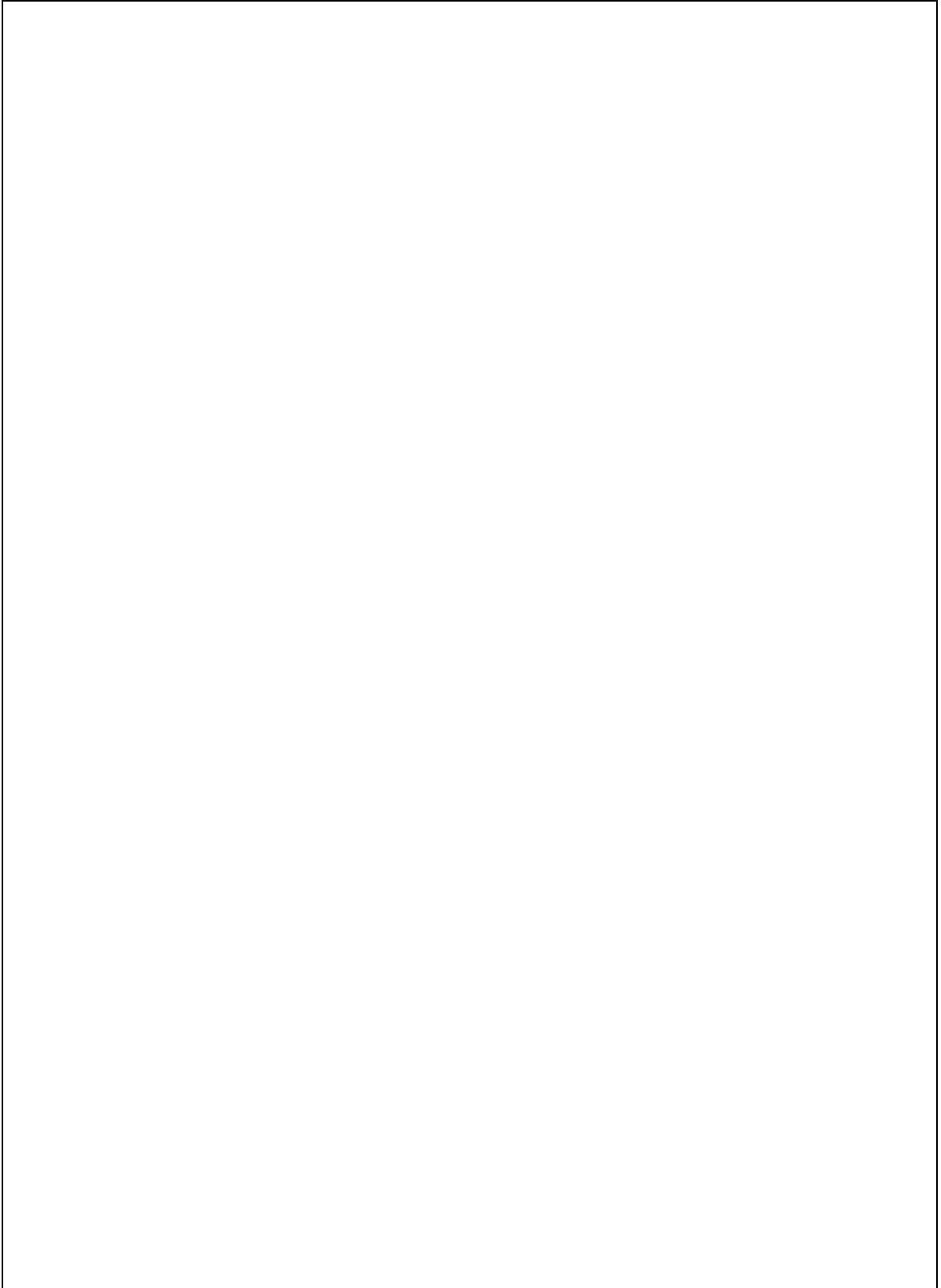
Email address:

Relationship to student applicant: Major advisor Other (specify):

INSTRUCTIONS FOR SUBMISSION OF LETTER OF RECOMMENDATION:

1. Electronic submission (preferred):
Paste the text of your letter into the box on the following page and email the completed document to: SWS.Student-Grants@Villanova.edu. In the Subject line of the email, please type "StudentLast Name Letter"; if the student's last name is Marshall, enter "Marshall Letter".
2. Hard copy submission:
Mail this completed form and your letter of recommendation to: **Dr. Patrick Megonigal, Smithsonian Environmental Research Center, P.O. Box 28, 647 Contees Wharf Road, Edgewater, Maryland 21037**

Either type your letter in the box below, or paste from a word-processing program (do not exceed frame area):

A large, empty rectangular box with a thin black border, intended for the user to type or paste their letter. The box is vertically oriented and occupies most of the page's width and height.