

Globalink Research Internship (GRI) – Recommendation Letter Guidelines

Each letter must:

- Be written on **official university letterhead**
- Be **signed by the supervisor**
- Include the **supervisor's full contact information**, including:
 - Name and title
 - Department affiliation
 - University name
- Be written in **English or French**

Content to include (for current/former supervisors):

1. **Supervision context**
 - When did you supervise the candidate?
 - How many other students have you supervised at the same level?
2. **Candidate's productivity**
 - How productive was the candidate compared to others you've supervised at the same level?
 - Include contributions, publications, or other relevant outputs.
3. **Comparison with peers**
 - If possible, compare the candidate's productivity with other students or researchers at a similar stage.
4. **Notable achievements**
 - Comment on any significant accomplishments (e.g. impactful research, awards, special recognition).