

REFERENCE LETTER TEMPLATE

Dear Colleague,

The researcher contacting you has applied for a Predoctoral fellowship from the rePLANT (Reconstruction Biology in Plant Sciences) Doctoral Training Programme, and she/he is requested to provide two reference letters. Please answer the following questions and send the signed letter with your institution’s letterhead to replant@cragenomica.es before the deadline of the call.

Some studies¹ have demonstrated that people who write letters of recommendation unintentionally describe candidates differently according to their gender, we invite you to critically reread the letter with that in mind before submitting it.

Thank you in advance for your help.

Dates the referee worked with the candidate and in which capacity (as a teacher, advisor, employer, etc.)
Key responsibilities of the candidate
Theoretical knowledge (please specify the field) and technical proficiency (please provide some details about the skills)
How would you describe her/his overall performance?
Strengths
Areas of improvement or skill development
Describe the candidate’s ability to work independently and as part of a team
Describe the candidate’s communication skills
Would you recommend her/him for a predoctoral position? If so, why/ if not, why?

¹ Trix and Psenka (2003) “Exploring the color of glass: letter of recommendation for female and male medical faculty” *Discourse and Society*, 14(2). 191 – 220; Schmader, T., Whitehead, J., Wysocki, V. H. (2007). “A Linguistic Comparison of Letters of Recommendation for Male and Female Chemistry and Biochemistry Job Applicants”. *Sex Roles*, 57(7-8), 509–514. <http://doi.org/10.1007/s11199M007M9291M4>