Dear reference letter writer,

thank you very much for taking your time to provide reference for an applicant of the Systems Vision Summer School & Symposium. Would you please use this template as a rough guideline to provide your recommendations, and to answer some specific questions below as well as providing general information.

Please send the filled form (saved as “Last Name\_First Name\_Reference”) to svs.summerschool@tue.mpg.de until **March 31st 2023**.

**I provide reference for:**

**Specific questions:**

How long have you known the applicant, and in what capacity?

Among people in your group, university, or institute (please specify which) at a similar stage of educational and career stage, how would you rate this persons’ skills

1. technical skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
2. communication skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
3. critical thinking skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
4. team work skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
5. project management skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
6. social skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?
7. leadership skills: top 2%, 5%, 10%, 20%, 25%, 50%, below 50% ?

How is the summer school & symposium program related to this applicant’s interest, training program, and career development?

How and why do you think the applicant could benefit from attending our summer school & symposium?

How would you rate this person’s sense of responsibilities and/or duties with respective to his/her job and to his/her community? 🡪 Extremely high, very high, above average, average, below average.

What is this applicant’s biggest strength?

What is this applicant’s biggest weakness?

What do you think is his/her goal in e.g., 2, 5, or 10 years?

Please provide general recommendation information below (please write as detailed as you could extending into the next pages), and it would be best if you provide some specific examples to illustrate various points, and your kind attention in this matter is very much appreciated!