Sample: Academic Host Reference and Confirmation Letter

*[On University letterhead]*

Dear Early Career Fellowship Panel,

I am pleased to write in strong support of *[applicant’s name]’s* application for a *[number of months]* month LMS Early Career Fellowship to be held at the University of *[university]*.

*[Referee’s text about the applicant, their work and support for the suggested project.]*

I can also confirm on behalf of the Department of Mathematics that *[applicant’s name]* would be provided with office space, access to library and computing facilities and that bench fees will be waived, if their application is successful.

*[Academic host signature]*