Sample letter for student referees for Senior Promotion candidates:

*Please note that your document [Word doc or PDF] must be uploaded to the link supplied in the initial request.*

*-----------------------------------------------------------------------------------------------------------------*

[Please submit on Letterhead if applicable]

Your Name

Your Contact Information

Dr. Gillian Hawker

Chair, Department of Medicine

University of Toronto, Department of Medicine

190 Elizabeth Street RFE 3-805

Toronto, ON M5G 2C4

Date

Dear Dr. Hawker,

I am writing this letter on behalf of Dr. [candidate] in support of his/her promotion to [Associate Professor/Professor]. *Describe in what circumstances you were a student/trainee of the candidate.*

*Please comment on his/her mastery of the subject area, skill at communication, ability to stimulate and challenge your intellectual capacity and to influence the development of your intellectual and critical skills.*

Sincerely,

Name, [MD, etc]

Position

Institution