# Supervisor Support Letter for Applicants to CHS Graduate Programs

This letter is a critical part of evaluating research potential and fit with the program. It must be evident in the letter that the proposed supervisor is a good match with the applicant, that they will be available to supervise the applicant, if admitted, and is supportive of the applicant’s admission and proposed research. Additionally, letters should address any anomalies in the application, i.e. low GPA, no publications, etc.

The letter can be completed directly on this form or if you would like to provide the letter on your own letterhead, please be sure to address all questions listed below. If you complete it on this form and require additional space, please provide a separate Word document.

Please be detailed in your responses. Applications will be rated on the following scale:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** |
| Letter indicates support for application, but does not comment on research fit, etc. |  | Letter addresses research fit, but does not address any other areas |  | Letter addresses research fit, that the supervisor and the student have met and have a preliminary plan |

**Applicant Name:**

**Supervisor Name:**

**How well do you know the applicant?** *Have you met in person? Taught the student previously? Worked with the student previously?*

**Is the applicant suitable to our program and the selected specialization?** *Consider academic ability and practical experience.*

**Is the applicant suitable to the supervisor’s research?** *Consider the applicant’s existing research skills, compatibility of method/theory/subject matter to the supervisor’s expertise in current or future research plans, the supervisor’s availability and interest to supervise.*

**Are there funding opportunities for the applicant/Have funding options been discussed with the applicant?** *Does the supervisor have funding for a graduate student? Have there been conversations about applying for grants/scholarships? If the applicant is self-funded, have the costs of graduate programs been discussed?*

**Other** *This is the area to discuss any anomalies in the applications, i.e. low GPA, English Language Proficiency, other general concerns/observations, exceptional life experience that would be an asset to their application.*

**Ranking of potential students** *If you have agreed to support more than one student, please rank those students – this should be done on all the support letters for all applicants.*