

Request for a letter of recommendation

To request a letter of recommendation, this form must be completed and sent along with the documents listed below via email with the subject "Letter of Recommendation_FirstName_Last-Name" to studium-iis@fau.de:

- Self-written letter of recommendation (as a Word file in *.docx format)
- Transcript of records
- Curriculum Vitae

Date:	
First name:	
Last name:	
Date of birth:	
FAU matriculation number:	
Course of studies:	
Current semester:	
Listing of courses taken at the chair:	
How does Prof. Dr. Laumer know you? (short description):	

Please send us the **completed form, transcript of records, and curriculum vitae** in **one PDF file**; the **letter of recommendation** should be sent **separately** as a **Word file**.

Checklist for completeness of documents:

- PDF file (includes the application for a letter of recommendation, transcript of records, curriculum vitae)
- Letter of recommendation (Word file attached separately)