**专家推荐信**

 **Letter of Recommendation**

致申请人 （To the Applicant）

申请人必须向申请做博士后单位提交两份《专家推荐信》。申请人在下栏中填好自己的姓名和所申请的单位名称后，将此表分送两位了解和熟悉自己的专家（其中一位是申请人的博士生指导教师）。为方便专家填写推荐意见后将其退回申请人，请申请人在下面的栏目中详细写明自己的通信地址。

Applicants are required to submit two Letters of Recommendation to the institution where they are applying for a postdoctoral position. Applicants should send this form to two experts who are familiar with their academic capability and potential (one of whom should be his/her doctoral supervisor). Please provide your detailed address in sections below to facilitate the return of the form by the experts.

（以下栏目由申请人填写，This section to be filled in by the applicant）

申请人姓名 （Name of Applicant） 申请人电话 (Telephone Number)

申请人所在院校（Institution of Applicant）

申请人地址 (Address of Applicant)

申请人所申请的院校 (Institution to which the Applicant is Applying)

所申请的院校地址 (Address of the Institution)

致推荐人（To the Recommender）

非常感谢您愿意为申请人做推荐人。请您在背面栏中对申请人以往科研工作及学术水平、科研工作能力等作出评价，并按上面的地址将本《专家推荐信》退回给申请人。

Thank you for your time and effort for being an academic recommender of the applicant. We greatly appreciate your perspective on this applicant’s ability to succeed in Shanghai Conservatory of Music for a postdoctoral programme. Please fill in the recommendation section and return this form to the applicant with envelope sealed.

（以下栏目由推荐人填写，The following to be filled in by the recommender）

推荐人姓名 (Name of Recommender)

推荐人职务或职称 (Position and Title)

推荐人工作单位 (Institution and Address)

推荐人与申请人的关系 (Relationship with the Applicant)

推荐人电话 (Telephone Number) 推荐人传真 (Fax)

推荐意见（Recommendation）：

推荐人签字 (Signature) 推荐日期 (Date)