**Appendix 1: Letter from the supervisor at the home university**

#### [Insert letterhead of the institution]

At [place], on [date],

**Object:** Letter from the supervisor at the home university

To the Barrande Fellowship Committee,

Hereby, I, [First Name – Name –Position], in the role of the supervisor at [Institution’s name], gladly recommend [First Name – Name of the applicant], [Ph.D. student] at [home institution’s name] for admission for a [short-term research stay] in the framework of the Barrande Fellowship Programme 2023.

[Presentation of the Applicant, his/her research work and academic achievement]

[Explanation of the interest for sending him/her to the foreign university in regards of his/her research and to the relations between the home and foreign institutions—the expertise of both laboratories/research centres should be demonstrated by references (publications, projects, etc.)]

In short, I strongly and without reservations recommend [First Name – Name of the applicant] as a candidate for the Barrande Fellowship Programme.

I fully agree with his/her proposed project and to conduct the supervision of his/her research jointly with [First Name – Name –Position of the supervisor at the foreign institution] at [Foreign institution’s name], and with the expected dates of stay:

[List of the expected dates of stay at the foreign institution] Sincerely,

Signature

First Name – Name

Position

Institution

E-mail

Telephone number