



Instruction for Referees

Scope of this Document

This document provides guidelines for Referees who will be providing support letters on behalf of applicants. Information provided will be handled confidentially and used only for the purpose of assessing the applicant's potential. You are kindly requested to email a letter highlighting both the excellent qualities and the shortcomings of the applicant to the email address which will be provided to you by the applicant. You should use the subject line: Support letter – first and last name of applicant-month/year” when submitting your letter of support. Your letter must be received by AIMS before the call for applications deadline. We appreciate your co-operation in providing us with a balanced and objective assessment of the applicant.

Your letter should ideally provide the following information:

Part A

- ❖ Your title, name and surname.
- ❖ Name(s) and address(es) of your current institution(s).
- ❖ The current position(s) held.
- ❖ Your email address and phone number.

Part B

- ❖ The title and names of the applicant on behalf of whom you are providing this support letter.
- ❖ How long have you known the applicant?
- ❖ The capacity in which you have you known the applicant.
- ❖ The applicant's knowledge of the subject matter of the proposed project.
- ❖ How the applicant competes with peers in the subject matter and as a scientist in general within their current environment and internationally.
- ❖ The originality of the applicant's proposed project and project activities.
- ❖ Some potential outputs, outcomes or impact of the proposed project.
- ❖ Potential beneficiaries of the results of the project.
- ❖ Areas in which the applicant needs to develop further within the research domain.
- ❖ Applicant's personal competence in undertaking the proposed work.

Part C

- ❖ Your contribution to the development of the applicant's proposed project (if applicable).



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- ❖ Your role in the proposed project (if applicable).

Part D

- ❖ Any other relevant information.

Contacts

Correspondences should be sent to the email provided in the call for applications. This will be provided to you by the applicant.

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