

Example of a letter of support

Organisation headed paper

Date

Subject: (applicant name) - 2019 Media Fellowships support letter

To whom it may concern,

I confirm that I release (applicant name) on full pay for the duration of the Media Fellowship - This includes attending the mandatory Training day, Leadership day and attending the British Science Festival in addition to any placement with a host, - if her/his application is successful..

I will also support (applicant name) in disseminating what they learn on the placement to their colleagues, if her/his application is successful.

signature

Funder/employer/ line manager/ supervisor/ head of department name & position and contact details

If you would like to let your employer know about the scheme, we have a pre-written letter from the CEO of the British Science Association which you can print, detailing the Media Fellowships relevance and impacts.

PLEASE NOTE that it is your responsibility to ensure this letter has been received by the British Science Association. If it has not been received, your application will not be accepted.

You can either scan and email this to mediafellows@britishscienceassociation.org or post to:
Clio Heslop (MF 2019)
British Science Association, Wellcome Wolfson Building
165 Queen's Gate
London
SW7 5HD