



## Guideline – Letter of Recommendation

Dear Sir or Madam,

you have been asked to write a Letter of Recommendation for someone who is applying for a scholarship provided by Endulen e.V.

Endulen e.V. is a non-governmental-organization (NGO) aiming to improve health care especially in rural areas. Therefore we offer scholarships to assist dedicated nurses, medical officers, medical doctors, midwives, physiotherapists etc. to reach their goals.

In addition to everything important you would like to mention we ask you to include information about the following topics.

- What is your name and profession? Please introduce yourself shortly
- How do you know the applicant? In which relationship are you and how long do you know him/her?
- How would you characterize the applicant? What are his/her strengths?
- How would you evaluate the professional performance and competence of the applicant in comparison to his/her peers?
- How would you describe his/her engagement?
- Does the applicant do any voluntary work or support the community in any other way?
- In what professional position could you imagine the applicant in the future based on his/her commitment and competences?
- Why do you think the applicant deserves the scholarship?

Please consider the application deadline on 31<sup>st</sup> of May.

Thank you very much!  
Endulen e.V.