(Date)

Center for Science and the Schools  
182 Chambers Building  
University Park, PA 16802  
  
Dear Penn State Center for Science and the Schools Search Committee-

I am writing in regards to supporting (applicant name), for participation in the CSATS 2018 Summer Research Experience for STEM Teachers Program from June 18-July 27, 2018, and the Annual REU/RET Symposium at Penn State on August 2, 2018. The applicant is contracted to teach during the 2018-2019 academic school year. (Please describe the qualities and character of this applicant and how you believe this experience can better their professional growth, impact their students, and impact your school).  
  
 I am also extending my support for (applicant name) to utilize up to 4 days of professional leave during the 2018-2019 academic school year to better translate the research experience into the classroom environment. I am granting permission, as part of the program, to implement their classroom research project (CLRP) that they develop during the research experience. As part of the implementation, I understand that data collection and evaluations will be conducted, which will be confidential and non-identifiable.

(Please add any concluding remarks.)

Sincerely,

(Immediate Supervisor Professional signature: Name, Title and contact information given)