(Date)

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

This letter is to recommend (applicant name) for participation in the (Summer Workshop Name) teacher professional development program.

(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 understand teachers will participate and collaborate with leading STEM researchers, CSATS science educators, and other educators across the nation. I will provide the necessary support to ensure the teacher is able to implement the workshop activities during the following academic year.

(Please add any additional comments supporting this applicant.)

Sincerely,

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