

Ireland Fellows Programme – Vietnam Pilot PhD Exchange

Letter of Approval to be completed by the applicant's home Higher Education Institution

Minimum requirements:

- With heading or stamp from the HEI.
- Up-to-date document, i.e., not dated prior to the call publication.
- Overview of their position and role in their organisation
- Confirming that the applicant is currently enrolled fulltime in year 1 or year 2 of a PhD programme at their institution (or in year 1, year 2 or year 3 in the case of PhD programmes that run for 5 years or more).
- Approving the applicant's application to study for one year in Ireland as part of their PhD programme.
- Confirming that the applicant will return to their own institution to complete their PhD.
- Demonstrating the will to work with the applicant's supervisory team in Ireland to guide the research during their placement in the Irish organisation.

Example of template letter of approval:

*On behalf of **[name of the organisation]**, I confirm that the application of **[name of applicant]** to study for one year in Ireland as part of their PhD programme, and to then return to this institution to complete their PhD, has been approved by **[name of the organisation]**.*

*On behalf of **[name of the organisation]**, I also confirm that we will work with the applicant's supervisory team in Ireland to guide the research during their placement in the Irish organisation, should their PhD studentship placement be funded.*

I hereby declare that I am entitled to commit into this process the entity I represent.

Name, Date, Signature, Stamp
