

# Recommendation Letter for J-1 Academic Training

Date: \_\_\_\_\_

To: International Student and Scholar Advisor (OISS)

West Virginia University Office of International Students and Scholars

From: \_\_\_\_\_

This is to confirm that Mr./Ms. \_\_\_\_\_ will complete a \_\_\_\_\_ degree in \_\_\_\_\_ on \_\_\_\_\_.

The student has located professional employment/training in her/his major field of study. The employment will run from \_\_\_\_\_ to \_\_\_\_\_. The job designation will be \_\_\_\_\_ and will involve the following responsibilities:

\_\_\_\_\_

The employer's name is \_\_\_\_\_ and the address is \_\_\_\_\_.

The name of the supervisor is: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_

The number of hours worked each week will be: \_\_\_\_\_ at a salary of: \$ \_\_\_\_\_.

The main goals and objectives of this academic training will be: \_\_\_\_\_

\_\_\_\_\_

It relates to the student's training as follows: \_\_\_\_\_

This training is an integral or critical part of the student's academic training program because:

\_\_\_\_\_

**Signature:**

\_\_\_\_\_