



**Universiteit  
Leiden**

## Letter of recommendation sent by referee

Please complete this form if your referee will send your letter of recommendation directly to Leiden University him/herself. After completion, save the form and upload it in the online application system (uSis) in place of your letter of recommendation.

Once we receive the letter of recommendation we will change the status of this document to 'checked' in uSis. Note that you will not be able to see the letter of recommendation in uSis as it is a confidential document.

### **Applicant**

Name:

Student number:

### **Referee**

Name:

Position/title:

Institution/company name:

### **Letter of recommendation**

Will be sent on: (approx.)

Method of submission:

- By post, to: *Leiden University Admissions Office "Gravensteen"*  
*Pieterskerkhof 6 2311 SR Leiden, The Netherlands.*
- Digitally via our 'Referee contact form'