**Template for President or Provost’s Letter of Support for Faculty applying to the Governor’s Teaching Fellows Program May Symposium**

Instructions: Please complete the sections in yellow with the appropriate information. Delete these instructions and the important note at the bottom. Save the letter on your institution’s letterhead and send the file directly to the applicant upon completion.

[Date]

Dear GTF Review Committee:

Please accept this letter expressing my support for [insert full name of applicant] at [name of your institution] who is applying to the Governor’s Teaching Fellows May Symposium.

If [faculty name] is selected to participate in the May Symposium, I am fully committed to providing the necessary support and resources, such as time away from campus and campus duties, to ensure the faculty member’s successful completion of the experience.

[Area for your comments explaining why you support the faculty member’s application. These should include, for example, their commitment to undergraduate education, their exemplary teaching practice and interest in enhancing that practice, and their ability to disseminate successfully the fruits of their experience with faculty at your institution.]

[Area for any additional comments you want to make about the faculty member.]

Sincerely,

[Your Signature]

[Your Name]

[Your Title]

**IMPORTANT NOTE:** Please give or send the letter directly to the applicant who will upload it to the application portal by the application deadline. Letters will be accepted ONLY on the application portal.