

Application | CareerDesign@TUM

LETTER OF RECOMMENDATION

The application for the CareerDesign@TUM qualification program requires a letter of recommendation from the supervisor. For the second qualification level, a second letter of recommendation from another TUM manager is requested, and for the third level a letter of recommendation from the dean or the head of the academic unit, in which the current employment is, is required.¹ Letters of recommendation are reviewed in the selection process and checked for the **relevance of the previous professional experience** for the respective track and level as well as for **exceptional performance** of the applicant.

With this letter of recommendation, you support the personal and professional development of the applicant. Thank you! **Please send the completed and signed letter of recommendation directly to careerdesign@ll.tum.de.**

Your name:

Name of the applicant:

What is your role in relation to the applicant?

- Direct supervisor
- Other leadership position at TUM
- Dean or head of the unit/department/section

To which track and which level of CareerDesign@TUM² does your recommendation letter refer?

- TUM Science Manager
- TUM Learning Professional
- TUM Technical Expert
- TUM Researcher
- TUM Entrepreneurship Advisor

- 1st level (entry level)
- 2nd level (experienced professionals)
- 3rd level (academic or administrative leaders)

¹ If this person has already provided the first letter of recommendation as the direct supervisor, a letter of recommendation from an additional person in a leadership position is required.

² Please find more information about the qualification profiles and levels here:
<https://www.tum.de/en/lifelong-learning/all-employees/career-design-at-tum>

Are there any other aspects why you would like to recommend the applicant? (e.g., additional skills, (extra-)university service to the community, etc.)

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Date:

Signature: _____

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