[University/HEI]

## Invitation for [name of applicant] to work and research at [University/Department] from [date] to [date]

- Describe the reason for inviting and hosting the applicant.
- Describe how the applicant’s proposed research fits into the research and expertise of the department or research team involved.
- Describe the applicant’s proposed role in the research team and/or in the department.

**Commitment of the hosting department**

- Describe the support required to conduct the proposed research and how this will be provided for the applicant.
- Describe how the department will fulfil the applicant’s need for premises, equipment and other infrastructure.
- Describe how the research environment will support the development of the applicant’s research career, networks and competence.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of signature

[first name, last name]

Department head/equivalent

Contact person at the department:

[First Name, Last Name, Telephone number, email address,

Postal adress]