



LINDAU NOBEL LAUREATE MEETINGS

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**Kuratorium für die Tagungen
der Nobelpreisträger in Lindau**
Council for the
Lindau Nobel Laureate Meetings

Lindau, 28. September 2017

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Dear Nominating Partners,

Over the past years, we have observed that numerous letters of recommendation have been issued as a standard version. For this reason, we would like to introduce some guidelines on how we envision a recommendation letter:

1. length: roughly one DIN A4 page/one standard letter size and as a Pdf file
2. preferably in English
3. a description of the candidate's achievements and not a description of the nominating institution
4. individual letters for each candidate and not a standard letter which is the same for all candidates
5. Please point out any specific accomplishments of the candidate in scientific, clinical work or in raising public awareness.

Please bear in mind that the letter of recommendation is an important factor in the evaluation process and that it does influence the results.

We appreciate your collaboration and look forward to receiving your nominations.

Sincerely yours,

Prof. Dr. Dr. h.c. Stefan Kaufmann and Prof. Dr. Klas Kärre
Scientific Chairmen of the 68th Lindau Nobel Laureate Meeting