

**REFEREE:**

**Please do not return to applicant.**

**Return directly to:**

Woods Hole Oceanographic Institution  
Postdoctoral Fellowship Committee  
Education Office MS # 31  
266 Woods Hole Road  
Woods Hole, MA 02543-1541

Original forms must be mailed by post or completed using the online submission at our web site by January 15th.

**Phone:** (508) 289-2950

**Fax:** (508) 457-2188

**Email:** postdoc@whoi.edu

**Web:** www.whoi.edu/apo/postdoctoral/scholarship.html



## Postdoctoral Fellowship Reference Sheet

For the evaluation of: \_\_\_\_\_

1. What are the circumstances under which you have known the applicant?
2. Please rate the applicant's past performance relative to others at the same level in your department over a period of years.
3. Please comment as to personal characteristics such as motivation, maturity, etc., particularly as these relate to the applicant's potential in his or her chosen field. Please stress both weak and strong points.
4. Summary evaluation: Please give your overall evaluation of this applicant's suitability for a Postdoctoral Fellowship by comparing the applicant with a representative group of students in the same field who have approximately the same amount of training and experience.

**Truly Exceptional**  
equivalent to the very best you have known

**Outstanding**  
comparable to the best student in current class, highest 5%

**Above Average**  
ability easily identifiable and has uncommon drive and maturity, next highest 5%

**Average**  
upper 50%

**Below Average**  
lower 50%

**NA**  
inadequate opportunity to observe

5. \_\_\_\_\_  
*Referee Name (print or type)* *Title*

\_\_\_\_\_  
*Affiliation* *Address*

\_\_\_\_\_  
*Signature* *Date*

**Please note application deadline is January 15th**  
**Please use the back of this sheet for additional comments**  
*(over)*

## **Additional Comments:**

### **Information for Letters of Recommendation Woods Hole Oceanographic Institution Postdoctoral Fellowship Awards**

Dear Colleague:

We recognize the considerable time and thought required of professionals in providing letters of recommendation for students and postdoctoral associates. We have provided this form to guide your evaluation for the WHOI Postdoctoral Scholar awards. You may use the form or, if you prefer, an attached letter, or both. A self-addressed envelope has been provided for your use. The selection process is very rigorous and competitive. Applicants are required to provide three written references. It is helpful if the letter of recommendation provides an indication of the relative ranking of the candidate within his/her peer group and field of scholarship.

The following information may be of some assistance to you in deciding on the candidate's suitability for the program. Awards are made annually on a competitive basis to recent recipients (within the past three or four years) of Ph.D. degrees. Applications are welcomed from doctorates in the physical and biological sciences and engineering who wish to become acquainted with oceanography, and hopefully to be stimulated to apply their skills toward a better understanding of the nature of the oceans. Applications are also accepted from recent graduates in oceanography who wish to broaden their background and gain experience through exposure to the broad spectrum of the ocean problems being studied at WHOI. Each awardee is encouraged to pursue his or her own research interests in association with a member of the resident research staff.

Letters of Recommendation are a key factor in the Fellowship Committee award decisions. For each of the past ten years, we have received between 100 and 170 applications for the seven to ten available awards. There are five scientific departments at WHOI: Applied Ocean Physics and Engineering, Biology, Geology and Geophysics, Marine Chemistry and Geochemistry, and Physical Oceanography. Each of the departments has a representative on the Fellowship Committee; thus, a multi-disciplinary group is reviewing applications for final selection.

Thank you for the time and effort you have devoted on behalf of the applicant and in assisting us in the selection process.

Sincerely yours,  
James A. Yoder, for the Fellowship Committee  
Vice President for Academic Programs and Dean

**The Woods Hole Oceanographic Institution is an Equal Employment Opportunity/Affirmative Action Employer**