

Background Information – Letter of Recommendation

Please take your time to fill out this document **diligently** and **completely** – incomplete requests cannot be processed. See our [homepage](#) for more information on recommendation letters issued at the Chair of Psychology!

Block A: Personal Data

Full name	
Matriculation number	
Date of birth	
Place of birth	
Gender	
Current course of study	
Current number of semesters	
Previously completed course(s) of study	
Employee(s) you have/had contact with	
Your current e-mail address	

Block B: Everything we need to know about the letter of recommendation

<p>Brief background information on the letter of recommendation</p>	
<p>Deadline for submission</p>	

Block C: Attended Courses and Grades

Attended courses at the Chair of Psychology <i>(please fill in the lines that apply to you)</i>	Grade	ECTS
Average grade in your bachelor`s program according to your transcript of records		
Average grade in your master`s program according to your transcript of records		