

Sample Letter to be written by academic advisor of a student working on dissertation research, in cases where the student is moving with the advisor to a new institution but the student is still getting the degree from Washington University.

To Whom It May Concern:

Student's Name is conducting research at New University in the Department of XXX. This research is in fulfillment of his/her degree requirements for a doctoral degree from Washington University in St. Louis. An educational affiliation exists between the Department of X at Washington University in St. Louis and the Department of Y at New University.

The research is carried out under my direction and in consultation with thesis committee of Student's Name at Washington University. Students Name will be financially supported by the New University.

Sincerely,

Professor X

Please note:

This letter must be done before the beginning of each Fall and Spring semester so that the work authorization corresponds to the student being enrolled in "continuing doctoral student status" during the upcoming semester.