



**2019 AHSIE Seed to Tree Student Scholarship and 11th Annual AHSIE Conference:
Institutionalizing *Inclusive* Support Systems for Latinx in Higher Education.**

Letter of Recommendation Guidelines

Applicants- Please provide this document to whomever you are requesting a letter of recommendation from.

Dear HSI Colleague:

Thank you for agreeing to write a Letter of Recommendation for a student from your institution to receive the 2019 Seed to Tree: HSI Student Scholarship to attend the 11th Annual AHSIE Best Practices Conference to be held at Riverside City College—RCC, Riverside, California on April 14-17, 2019.

Please follow the guidelines below when writing the letter.

The letter should be from a representative of the institution—administrator, professor, counselor or advisor— and should be addressed to the AHSIE Scholarship Committee. We ask that the letter be printed on institutional letter head and not exceed two pages in length.

At minimum, the letter should include an overview of the applicant's academic achievements how they have demonstrated leadership potential in the time that you have known them. Also discuss why you believe the applicant should receive this scholarship and any other information you believe is important for the Scholarship Committee to consider.

Please provide an original, signed copy of the letter to the applicant.

The applicant will be required to scan the original, signed letter and upload it as a PDF document with the following format for the title: Last_First_Letter of Recommendation

If you have any questions, please do not hesitate to contact info@AHSIE.org

Thank you,

AHSIE Scholarship Committee