

(letterhead)

Reference: (Name of J-1 scholar)

Subject: Recommendation for Visitor to Engage in Off-Site Activities

I, as the host of the referenced Exchange Visitor, recommend that (he)(she) be allowed to engage in a professional activity outside of Stanford University. (Note the dates or date that the activity will occur.)

(Provide a paragraph explaining how the subject matter of the event is directly related to the objectives of the exchange visitor's program)

(Provide a paragraph explaining how the scope of the event is incidental to the exchange visitor's primary program activities.)

(Provide a paragraph explaining how participation in the event does not delay the completion date of the visitor's program.)

I confirm that this activity is directly related to this Visitor's program objectives as an Exchange Visitor.

Name:

Title:

Signed: