

Note to the applicant: Because the grant money cannot be paid directly to grantees, we require all applicants to confirm with their university that the university can work with ETS's Contracts Office to process the grant payments. Please see the Sample Letter below. The signed letter should be on university letterhead.

SAMPLE LETTER OF SUPPORT

To Whom It May Concern:

[Student name], a graduate student at [University name], is applying for a Graduate Student Research Grant under the TOEFL Young Students series, offered by ETS. The purpose of this form is to ensure that [University name] agrees to process the two payments of the grant from ETS if the student mentioned above is awarded a grant.

By signing this form, [University name] agrees to correspond with the ETS Contracts Office on behalf of the student, in order to discuss the terms of the agreement. Signing this form does not bind the university to agree on specific terms to be presented at the contract signing stage.

Student's Name

Signature

Authorizing official for the University

Signature

Date