Reference Letter Guidelines

For Applicants:

1. References can be provided by peers, colleagues, and/or mentors who have direct experience with the applicant's restoration work.

2. At least one reference must be from outside of the applicant's current company.

3. Reference letters must be from within the last two years and should be written for the purpose of supporting a CERP/CERPIT application.

4. Letters must be original words from reviewers. If the same verbiage is submitted from multiple reviewers, they will be counted as a single reference.

5. The applicant will enter the referrer's email into the application in Submittable. The referrer will then receive an email from Submittable with instructions and a link for file upload.

6. All reference letters **must be received** by the close of the application window.

Reference Letter Guidelines

For Referrers:

Thank you for agreeing to write a letter of reference in support of an applicant for the Society for Ecological Restoration Certified Ecological Restoration Practitioner Program. To find out more about the program, visit our webpage at www.ser.org/page/certification.

1. Reference letters are intended to provide additional detail about the character and expertise of the applicant. Please provide an accurate assessment of the applicant.

2. Reference letters should be no more than 2 pages in length.

3. Explain how you know the applicant (i.e., how long and in what capacity).

4. Describe your overall impression of the applicant's work in ecological restoration including general knowledge, technical skills, and expertise. Examples may be provided to clarify or support the overall impressions.

5. Make sure to sign the letter (scanned signature or electronic signature are acceptable).

6. Upload the PDF of signed letter to the link provided via email from Submittable.

7. References may be submitted at any time within the application window.