

# Sample of Sponsorship Letter

(Company Stationery)

Date: \_\_\_\_\_

Director  
Kellogg-Recanati International Executive MBA Program  
Recanati Business School  
Tel Aviv University  
Tel Aviv 6997801  
Israel

Dear Director,

(Name of Candidate) is employed with (Name of Company) as (Title). (First Name) has been working for our company for (Number of Years).

I have read the brochure that describes the Kellogg-Recanati International Executive MBA Program and wish to verify that (Name of Company) wishes to fully/partially sponsor (Name of Candidate) in your class to be admitted (Months, Year).

(Name of company) agrees to provide the time away from work as described in your brochure and to pay the full/partial tuition each year.

(Name of Candidate) is a valued employee and we are pleased to provide this support.

Sincerely Yours,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title / Position

\*If your company's terms of sponsorship differ from what is described in this letter, please provide the company's specific terms of support (Reimbursement, etc.)