Department of Economics

Guidelines for Reference Letters
Prof. Dr. Mathias Hoffmann

If you would like to get a reference letter, the following prerequisites need to be fulfilled.

Requirement for reference letters for Masters or PhD programs:
Student needs to have written (or be registered to write) their BA thesis (for Masters references) or their MA thesis (for PhD references) under the supervision of Prof. Hoffmann.

Requirement for reference letters for exchange programs:
Student needs to have successfully completed one advanced lecture with Prof. Hoffmann at the respective level (BA: International Macro Policy, MA: International Macro + possibly one more seminar). Exceptions are possible in the case of extremely good marks in Macro I (BA) or International Macro (MA).

All applications for references should be sent to Cornelia Metzler (cornelia.metzler@econ.uzh.ch) and must be obtained at least four weeks prior to any submission deadlines. Applications must be accompanied by

- a letter of motivation detailing exactly to which programs you are applying (and why) and indicating exact e-mail and postal addresses where the references should be sent,
- a current CV,
- an up to date transcript of grades.