McGill

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Date

Sample invitation when paying monthly LIVING ALLOWANCE.

Dear Mr., Dr., Professor:

This letter is to formally invite you to spend the period of (***start date – end date***) in the School of Computer Science at McGill University in Montreal, as a (***title***), working under the immediate supervision of (***Professor's name***). You will not be funded while at our School, but will be paid a monthly Living Allowance in the amount of $............ Canadian.

During your stay, your duty will be to do research and collaborate with students and reserachers in (***Professor's name***) lab where you will be working on (***title of project***), and other projects of mutual interest. You will be provided with a desk and computer in a shared office, will have library borrowing privileges, and a SOCS E-Mail account. Finally, please note that you must obtain private insurance coverage before leaving your country.

We hope that these arrangements will be convenient, and are looking forward to your arrival.

With best regards,

Professor

Contact: Lise Minogue (00126) or lise AT cs.mcgill.ca