

Please copy and paste the text below onto your company letterhead or email

Ask your PI to use this as a template to support your Associate PI application. Ask them to fill in the details which are **Bolded**:

Dear Associate PI Scheme team,

I am writing as Site Principal Investigator at **[Site where applicant and PI are based]** for the **[Study Name]** Study (CPMS ID: **[CPMS ID]**).

[Applicant Name] wishes to apply for the Associate PI Scheme at the above site for the above study, and I confirm that I agree to support this application.

I also confirm that my site has received the green light from the sponsor/trial office to open the above study at site, or that the study is already open and recruiting at site.

[Delete paragraph if not relevant] - I additionally confirm that I would be happy for the Associate PI trainee to be involved with the set-up of the study at site, and that they will have the opportunity within the next 4-5 months to be involved with participant recruitment.

I confirm that I understand that as PI I will still be legally responsible for the study at site. I understand that my responsibilities to the Associate PI trainee will be to generally support and guide them to help deliver the study at the local level.

Signed,
[PI name]
[Date]