Letterhead

Date

Department of Higher Education and Training

Pretoria

0001

To Whom It May Concern,

**RELATIVE CONTRIBUTIONS OF ACADEMIC INSTITUTIONS TO THE CONFERENCE PROCEEDINGS**

The (Insert **Name of Conference)** was held from (insert date) in (**insert place**), South Africa and the conference proceedings, (**Name of Conference Proceeding)**, is a publication of selected, peer-reviewed articles.

This letter serves as confirmation that more than 60% of the peer-reviewed contributions published in this conference proceedings emanated from multiple institutions. Consequently, the contributions in the volume meet the requirements for consideration for subsidy

Should you require any more information, please do not hesitate to contact me at (**email address**).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title, Name**

**Editor/Chair of Academic Committee**