



BIRLA INSTITUTE OF TECHNOLOGY
Mesra, Ranchi 835215
Jharkhand, India

LETTER OF RECOMMENDATION

Letters of recommendation from at least two individuals are mandatory for postgraduate and research programmes, and desirable for undergraduate programmes. The format of the letter of recommendation is given below. The testimonials should be obtained from Principal / teachers / persons who can certify the suitability of a candidate for study in the desired programme / discipline. The letters of recommendation must be received by 23 June 2008 for admission to the academic programme commencing July 2008, and should be mailed directly to :

Dean Admissions
Birla Institute of Technology
Mesra, Ranchi - 835215 (India)

To be filled by Applicant :

Full Name of Applicant
(Please circle family name)

The portion below is to be completed by the person giving the recommendation. The completed document may please be put in an envelope, sealed and signed. Thank you for providing this information.

Part I : The Birla Institute of Technology would appreciate a statement from you concerning how well you think this applicant is suitable for the admission to the Programme applied for. It would be helpful for us to know how long and in what capacity you have known this applicant.

Please also fill **Part II**, **Part III** and **Part IV** below

Part II : If the applicant's native language is not English, please evaluate his /her proficiency in English.

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Part III : Please rate this student in comparison with others you have known.

	Above Average	Average	Below Average
Native intellectual ability			
Breadth of general knowledge			
Ability in written expression			
Perseverance			
Emotional maturity			
Imagination and probable creativity			
Potential as a teacher			
Ability to work independently			
Motivation for proposed programme of study			
Background for proposed programme of study			

Part IV : Summary Evaluation Please give the applicant's relative standing in your School / Department :	
Part V : How do you rate the applicant in overall ability and promise in comparison with other students at the same level of training ?	
Will perform at a superior level wherever admitted.	
Equal to the best in any department	
Qualifications marginal, but warrants consideration.	
Questionable whether admission to further study is warranted	
Not able to judge	

Signature _____ Date _____

Name (Please print) _____

Position _____

College or University _____

Address _____

City _____ Country _____ Zip Code _____

Telephone _____ Fax _____

E-mail _____

Thank you for providing this information.