



# BIRLA INSTITUTE OF TECHNOLOGY

(Deemed to be University u/s 3 of UGC Act 1956)

**MESRA, RANCHI – 835215 (INDIA)**

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<http://www.bitmesra.ac.in>

## 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 the due date (Please see NRI/PIO/OCI/SFFS Information Brochure 2019) for admission to the academic programme commencing in July 2019, and should be mailed directly to:

Dean Admission & Academic Coordination  
Birla Institute of Technology  
Mesra, Ranchi - 835215 (India)

### To be filled by Applicant:

Full Name of Applicant  
(Please encircle 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.

**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.**