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LETTER OF RECOMMENDATION

I recommend Ms. Keerthana for her pursuit of higher education. I have known her as a mentor and teacher for the past four years, since August 2021. During this time, I had the opportunity to observe her academic and extracurricular activities and can confidently attest to her good qualities and abilities.

Ms. Keerthana has consistently demonstrated high dedication, academic persistence, and hard work throughout her tenure at our institution, as evidenced by her good academic performance. Her high GPA of 8.16 reflects her academic strength, which speaks volumes about her consistent and exemplary performance. I taught her various theory and practical courses; in each, she exhibited remarkable academic abilities and an eagerness to learn. For instance, in courses such as Structure and Properties of Materials and Heat Treatment of Metal and Alloys, Ms Keerthana displayed a strong work ethic and a thirst for knowledge.

In addition, Ms Keerthana possesses strong teamwork skills. She was a supportive and proficient team player, showcasing impressive leadership and management capabilities. As a key member of the Events team in the Student Quality Club, she played a crucial role in the ideation and implementation of successful events such as QQuest, which significantly impacted the participating students.

Furthermore, Ms Keerthana showed her organizational skills and ability to multitask effectively. She exemplified her strength as a multitasker through her active participation in volunteering activities as a member of the National Service Scheme, showcasing her commitment to serving society and the environment. Her ability to balance academics with extracurricular activities and social responsibilities is a testament to her time management and organizational skills.

While Ms Keerthana showcased an impressive array of strengths, it is important to note that she also acknowledges her weaknesses and is committed to addressing them. One such area for growth was her tendency to occasionally miss deadlines, which can be attributed to a strong focus on small details and a need to prioritize tasks. However, she expressed a sincere awareness of this weakness and took proactive steps to improve. As her mentor, I provided guidance and support to help her realize the significance of prioritizing tasks and focusing on timely completion. Through her diligence and efforts, she showed substantial improvement and made significant progress in addressing this weakness.

In conclusion, I have full confidence in Ms Keerthana's abilities and potential to excel in her pursuit of higher education. Her academic, teamwork, and organization strengths and her proactive attitude toward addressing her weaknesses make her an ideal candidate. She will continue to make significant contributions and achieve outstanding success in her academic endeavors.



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