

# SAMPLE LETTER OF RECOMMENDATION - 1

University/ College Letter Head

Date:

TO WHOMSOEVER IT MAY CONCERN

As an assistant professor and project guide at **College Name**, I am pleased to write this recommendation letter for my student \_\_\_\_\_, recommending him to graduate course in mechanical engineering at your university. I've known \_\_\_\_\_ for last three years, during which time I taught his class Internal Combustion engine and also was a project guide for the final year.

During our acquaintance, I had an ample time to assess his scholastic and other abilities. He is a brilliant, diligent, self-motivated person. His day-to-day academic work reflects his keen interest and aptitude for mechanical engineering. His contribution in lab work shows his excellent analytical skills and ability to think divergently. In the oral examination of this subject he showed sound knowledge of fundamentals and well justified confidence in his approach, which was reflected in the contemporary examples he used to illustrate his responses. His practical exam scores 46/50 and oral exam scores 23/25 reflects his potential.

In addition to tutoring him, I was also his guide for project titled "Maintaining, studying and evaluating the performance of four stroke petrol and diesel engine with respect to detailed exhaust gas measurements, performance efficiencies, and coolant temperatures and analyzing it with "heat balance sheet". Concurrently, studying the designs of the engines and searching for the different ways to automate the Internal Combustion Engine operations and implementing them to the actual engine in our labs thus giving something back to our college as a souvenir. During this, he took on the responsibility to manage the visit at reputed ARAI (Automotive Research Association of India) to gain the valuable perspective of latest research going on in this field. His positive attitude and zest for finding the solutions to the problems makes him amicable among his peers and seniors.

\_\_\_\_\_ is a clever person and speaks boldly in public. He is candid in expressing his opinion, but is careful not to hurt egos. He has good sense of humor which always is an asset to any person. He is a perfectly suitable student for the Master's Program and I am confident that he will continually strive to maintain and improve upon his grades at your university also. I strongly recommend him for admission and financial assistantship at your university.

Sincerely

Signature of the Professor  
Name of the Professor  
Designation