**Format for Recommendation Letter**

To be printed on the letterhead of the referee and signed by the referee with their seal. Please use multiple pages as required.

Please email a scanned copy of the recommendation letter directly to the following email ids: [dpgc-aase@iiti.ac.in](mailto:dpgc-aase@iiti.ac.in) , [aase-office@iiti.ac.in](mailto:aase-office@iiti.ac.in)

Date:

To

The PhD Selection Committee

Department of Astronomy, Astrophysics and Space Engineering (DAASE)

IIT Indore

I am writing this letter of recommendation for **Full name of the applicant** who has applied for the PhD Programme of DAASE at IIT Indore.

|  |  |
| --- | --- |
| **Details of the Referee** | |
| Name |  |
| Position and Department |  |
| Affiliation |  |
| Email id and Telephone/Mobile No. |  |

|  |  |
| --- | --- |
| **Comments on Applicant’s attributes** | |
| In what capacity do you know the applicant? |  |
| How long have you known the applicant? |  |
| Please comment on applicant’s academic performance if you have taught them any courses. |  |
| Please comment on the domain (the area in which the applicant is seeking a PhD position) knowledge of the applicant. |  |
| How would you describe/characterize the applicant’s field of expertise? |  |
| Please comment on the relevant elements in context of applicant’s research work/projects, i.e. their duties, performance, learning capabilities, research attitude etc. (If applicable) |  |
| Please comment on the applicant's ability to work alone and in a collaboration. |  |
| Please comment on general character of the applicant. |  |
| Please comment on the special attributes that you may have noticed in the applicant at a personal level. |  |
| Please comment on the applicant’s skills, strengths and weaknesses, from the point of view conducting research in the relevant domain. |  |
| Please comment on the applicant’s ability to communicate in English. |  |
| Please comment on your assessment on the applicant’s potential or suitability to the PhD programme in DAASE. |  |
| Please provide any other views that would help the committee to make decision on applicant’s suitability for this PhD programme. |  |

Please contact me if you need any further information.

Name of the Referee

Date and Place

Signature and seal