## Career Roadmap Guide Engineers

(A One Stop Solution For All Engineering Professionals)

Important H.R Interview Question

Confronting Office Politics

Effective Study Skills

Drafting

All about Scholarship Opportunities

Engr. Junaid Shaikh (Author) Dr. B. S. Chowdhry (Editor) C.V & Cover Letter Writing

Engineering Profession

Engineering Carver Planning

Project Management

Engineering Facto

Important Web Links on Jub Opportunities

Job Searching Skills & Technic

## ACADEMIC REFERENCE FOR A STUDENT

## SAMPLE

Dear Ms./Mr. "X"

I am writing this reference at the request of Ms./Mr. **"Z"** who is applying for the recently announced Scholarship Program at your University.

I have known "Z" for two years in my capacity as an "ASSISTANT PROFESSOR" at "Q" college/ university of engineering & technology. "Z" took subjects like "P" and "Q" from me and earned superior grades in those classes. Based on "Z" grades, attendance, & class participation, I'd rate "Z" academic performance in my class as superior.

In conclusion, I would highly recommend "Z" for this scholarship program. If his/her performance in my class is any indication of how he/she will succeed, "Z" will be a positive addition to the program. If you should need any additional information, you can feel free to contact me at **123-456789 or by email at <u>email@email.com</u>** anytime.

Sincerely,

(NAME OF REFERRER) (ASSISTANT PROFESSOR,"C"COLLEGE/UNIVERSITY)