



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS AND APPLIED SCIENCES
VENGOOR , PERUMBAVOOR KERALA- 683546

REQUEST FOR A LETTER OF RECOMMENDATION

From

Date:

Name :

Roll No/ Regi. No. :

Course/ Class :

Department :

To

The Principal

Rajagiri Viswajyothi College of Arts and Applied Sciences,

Vengoor, Perumbavoor

Respected Sir/Madam,

Subject:

I am/was a B. A./ B. Sc. / M. A. student with Roll No./Register No. _____ from the Department of _____ during the academic period _____ (Batch). I'm making this letter to request for a letter of recommendation for the purpose of _____.

Therefore, I kindly request you to grant me the same

Yours faithfully

Student's Name and Signature

Countersigned by

Class Mentor / H. O. D.