



Office of International Relations
Indian Institute of Technology
Kharagpur – 721 302

REF: 1311/2021/OIR

Dated: 22/04/2021

To:
The Head of Department
Department of Industrial Systems & Engineering
IIT Kharagpur
721302.



Subject: Application of Mr. Rajiv Ranjan from Nepal.
Program Applied for: Master studies at the Department of Industrial Systems & Engineering.
Session Applied: Autumn semester- AY-2021-2022.

Dear Prof. Sarada Prasad Sarmah,
Greetings from the Office of International Relations (OIR)!

We are pleased to forward an application for Master Studies from Mr. Rajiv Ranjan. All supporting documents are attached. The Departmental Recommendation Form (DRF) for the foreign applicant is also enclosed.

You are requested to kindly:

- Review and evaluate the application form and mark accordingly in the attached DRF.
- Schedule an online personal interview if found eligible.
- Tick whether and when personal interview was conducted. Indicate your decision in the space provided in the DRF.
- Assign Faculty mentor (if recommended for admission).
- Provide your additional comments (if any).
- 'Sign' with date; put your name seal in the space provided.

Once done you are requested to return back this filled and signed application form to OIR for our further processing. You may contact our Head-Office of International Relations - Ms. Alivia Nag (Extn: 81068 or email at alivia.nag@adm.iitkgp.ac.in) in case of any issues or further query regarding this application form.

Thank you.

Sincerely,

Associate Dean, IR & Ranking

सह-संकायध्यक्ष (अंतर्राष्ट्रीय संबंध एवं श्रेणी)
Associate Dean (International Relations & Ranking)
पा.प्र.सं. खड़गपुर/IIT Kharagpur



Encl: (a) Recommendation Form for PG/Doctoral Studies by foreign applicant,
(b) Application form along with the supporting documents.