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| **C:\Users\AAIR\Desktop\alivia IIT KGP WORK Desktop\IIT KGP\iit kgp photos and logos\IIT KGP LOGO.png** | **Indian Institute of Technology Kharagpur****Request to Joint Doctoral Program with Partner University****(Name of Partner University)** |

**From:**

Name of Applicant

Address details

**To:**

Name & Address of Faculty Mentor at IITKGP

HoD

Subject: Request to join the Joint Doctoral Program at ………………………………………………

Dear Sirs,

I, **(Name and Roll # of applicant)**, Research Scholar at the **D/S/C**, IIT Kharagpur, am presently working under the supervision of **(name of home Institute mentor)** in the area of **(area of research).** I am interested in applying for the Joint Doctoral Program between IITKGP and **(name of Partner University).** If selected, I hope to work in the area of **(Title of the Project).**

My Mentor at the host University will be **(Name of Host mentor),** who has agreed to guide me. The duration of the studies will be ……… years, out of which …….. year(s) would be spent at the Host Institute. I expect to complete **(x) & (y) areas** of my research during my stay at the **name of University.**

Please find enclosed supporting documents required for the application in the Joint Doctoral Program. I request your kind approval for joining the program.

Best Wishes

**(Signature of Student)**

**NAME OF STUDENT IN BLOCK LETTERS**