



**Office of International Relations
Indian Institute of Technology
Kharagpur-721302**

Recommendation Form for short-term visit to IIT Kharagpur by foreign applicants for coursework or research not leading to a degree

Applicant details (to be filled in by OIR)			
Name :			
Citizenship:		Date of birth:	
Home Institute :			
Program enrolled in :			
Details of application at IIT Kharagpur (to be filled in by OIR)			
Department/School/Centre:			
Intended courses/research to be undertaken at IITKGP:			
Intended start date/month at IITKGP :		Intended end date/month at IITKGP :	
Source of funding:	Self / Scholarship	Details:	
Recommendation (to be filled in by D/C/S)			
Evaluation of applicant's academic credentials	Completed on: -----/-----/-----	Marks Awarded: -----/100	
Personal interview conducted (Skype/In person)	Conducted on: -----/-----/-----	Marks Awarded: -----/100	
Assigned Mentor's Name (if recommended):	Prof.		
Comments/Remarks/Pre-requisites (if any):			
Signature of Head with seal and date:			
Forwarded by Associate Dean AA & IR:			
Comments by Dy. Reg Academics/ Joint Reg Academics			
Approval by the Academic Dean (Dean FoEA/FoS/BTBS)			
Comments by the Academic Dean			
Signature of the Academic Dean with seal and date			

Please note: Kindly return this signed form to OIR for further processing. If recommended, GoI rules will be followed for issuing visa invitation letter to applicant.