**Letter of Recommendation Request Form**

Photograph of Applicant

**Latest version of this form is available at** [**sajid.buet.ac.bd/outreach/LOR**](https://sajid.buet.ac.bd/outreach/LOR)

\*Remove the red and blue texts from the doc

**Part A – General Information**

1. **Name of Applicant**:
2. **Graduate School Admission Year:** Fall 2025
3. **Recommendation Letter Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl** | **University Name** | **Program Name** | **Deadline** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

1. **Are you confident that your school selection is strategic and aligns with your academic and professional goals?**

[ ]  Yes (Explain briefly):

[ ]  No

**5. MSc Enrolment**

* **Did you enroll in BUET EEE MSc/PhD?**: [ ]  Yes [ ]  No

*\* Please note that for enrolled students in MSc under my supervision, I will only provide LOR if your research progress is satisfactory. For other students, I must receive a consent from your supervisor before giving LOR. Following questions are applicable if you answered yes in the top.*

* **Student ID of MSc:**
* **Year/Month Enrolled:**
* **Current CGPA:**
* **Thesis Supervisor Name:**
* **Thesis Topic:**
* **Expected/Actual Date of Proposal Submission to BPGS:**
* **Expected/Actual Date of Thesis Defense:**
* **Did you receive the consent of your supervisor to apply this year:**
[ ]  Yes [ ]  No*Please attach a PDF copy of the consent letter in your email / ask your supervisor to email me a request to recommend you.*

**6. Undergraduate Thesis Information**

* **UG Student ID:**
* **UG Theory Section: A / B / C**
* **UG Lab Section: A1/A2/B1/B2/C1/C2**
* **UG Year of Graduation:**
* **UG University:**
* **UG Thesis Supervisor Name:**
* **UG Thesis Topic:**

**Part B: Involvement with Recommender:**

1. **Please select the appropriate option(s):** Select all applicable options

[ ]  I worked directly with Dr. Sajid Choudhury on my final-year or MSc/PhD thesis.

[ ]  I coauthored a journal or international conference paper with Dr. Sajid Choudhury.

[ ]  I assisted Dr. Sajid Choudhury in a lab course or demonstrated exceptional performance in a lab course under his guidance.

[ ]  Performed project work under my guidance that resulted in a conference proceedings or journal publication

[ ]  Dr. Sajid Choudhury personally recollects and can vouch for a professional interaction or contribution I made where he was actively involved.
 *Provide a brief explanation:*

[ ]  *Other exceptional circumstances (explain below):*

1. **Thesis / Research Involvement for Undergraduate (Please remove this section if you are not my UG thesis student.)**
	1. **Title of Thesis:**
	2. **Year Presented:**
	3. **Name of Committee Members who were at your defense:**
	4. **Student ID and Name of Group Mates (if any):**
	5. **Did your thesis result in any publication?**

[ ]  Yes

[ ]  No. Please explain why…

* 1. **In each box below, write a short paragraph that demonstrates a specific example for your thesis, where you could do the task. (leave blank if no examples exist)**

|  |
| --- |
| i. Ability to Carry Out Research Independently |
| ii. Team work and working with peers or senior/juniors |
| iii. Motivation and work ethics |
| iv. Conflict resolution |
| v. Application of Analytic Skill to solve research problem |
| vi. Application of critical thinking  |
| vii. Application of creativity |
| viii. Application of problem solving skills. |

1. **Thesis / Research Involvement for Postgraduate Thesis Student/Graduate (Please remove this section if you are not my PG thesis student.)**
	1. **Title of Thesis:**
	2. **Year of Graduation** (Write expected date if not yet graduated)**:**
	3. **Board of Examiner Members:**
	4. **Did your thesis result in any publication?**

[ ]  Yes

[ ]  No. Please explain why…

* 1. **Did you make sufficient progress towards your degree to possibly graduate before you go abroad?**

[ ]  Yes

[ ]  No. Please explain why you do not wish to continue MSc in BUET…

* 1. **In each box below, write a short paragraph that demonstrates a specific example for your thesis, where you could do the task. (leave blank if no examples exist)**

|  |
| --- |
| i. Ability to Carry Out Research Independently |
| ii. Team work and working with peers or senior/juniors |
| iii. Motivation and work ethics |
| iv. Conflict resolution |
| v. Application of Analytic Skill to solve research problem |
| vi. Application of critical thinking  |
| vii. Application of creativity |
| viii. Application of problem solving skills. |

1. **Co-author of publications: (Please remove this section if we are not co authors of a paper.)**

*Give IEEE style citation for each paper that we have published / submitted / under review. Give DOI link for published papers, and arxiv link for submitted papers. Bold your own name. You may delete the example and fill out your answer. Please change font color to black for your own answer.*

|  |  |  |
| --- | --- | --- |
| **No** | **Full Citation** | **Your Individual Contribution to the paper.** |
| **[1]** | Mohammad Muntasir Hassan, **Farhan Sadik Sium**, Fariba Islam, Sajid Muhaimin Choudhury, "A Review on Plasmonic Nano-biosensors for Virus Detection with a Focus on Coronavirus",Sensing and Biosensing Research 33, 100429 (2021) [**https://doi.org/10.1016/j.sbsr.2021.100429**](https://doi.org/10.1016/j.sbsr.2021.100429) | I did the main figures visualization, did extensive literature review, wrote portion of the original draft |

1. **Do you believe Dr. Sajid Choudhury can confidently recall your academic or professional interactions and provide a meaningful evaluation?**

[ ]  **No**

[ ]  **Yes**

1. **Why do you believe Dr. Sajid Choudhury is the best person to write your LoR? (answer this question if you have answered yes in the previous question)**

***(****Reflect on your experiences, interactions, or achievements under Dr. Sajid Choudhury's supervision or guidance.)*

* *Provide specific examples of projects, research work, or professional interactions where Dr. Sajid Choudhury evaluated your abilities.*
* *Explain how these experiences demonstrate your academic strengths, research potential, or professional skills relevant to the programs you are applying to.*

**Part C -**

**7. Ethical Declaration and Waiver to Access**

**Before Application**

[ ]  **Waiver of Access:** I waive my right to access the Letter of Recommendation that this recommender will provide. I am confident that my interactions with Dr. Choudhury will result in an honest and impartial LOR that will not hurt my chances of getting admission.

[ ]  **Honesty in Application:** I provided accurate and truthful information in my application, including academic records, test scores, publications, and recommendations.

[ ]  **Respect Application Limits:** I applied to a reasonable number of programs to avoid overwhelming admission systems, LOR providers and to ensure that I can genuinely consider all potential offers.

[ ]  **Understand the Program:** I researched programs and advisors thoroughly before applying to ensure they align with my academic goals and interests.

**After Receiving Offers**

[ ]  **Acceptance Ethics:** I will accept only one offer after careful consideration and will not accept multiple offers simultaneously.

[ ]  **Commitment to Accepted Offer:** I will honor my commitment to the program once I accept an offer and will not pursue additional applications or offers.

[ ]  **Timely Communication:** I will promptly inform other programs if I decide to decline their offers.

[ ]  **Informing the LOR provider:** I will inform all my LOR providers regarding the outcome of the application process, and which school I end up going to.

**During PhD Studies**

[ ]  **Avoid Switching Programs:** I will not switch schools or programs after committing unless there are valid, unavoidable reasons, and I will communicate such changes transparently.

[ ]  **Academic and Professional Integrity:** I will maintain the highest standards of ethics in research, coursework, and publications, avoiding plagiarism, data fabrication, or other unethical behaviors. I understand that my behaviour in my future grad school will form impression about BUET and my recommender in there, and any negative behaviour might hurt chances of future students from BUET in that program.

**When Considering a Change or Withdrawal**

[ ]  **Transparent Exit:** If I decide to withdraw from the program, I will notify the institution and advisor promptly, provide a clear explanation, and facilitate the handover of any ongoing projects.

[ ]  **Avoid Burning Bridges:** I will maintain positive relationships with advisors, peers, and institutions to preserve my professional network and reputation.

[ ]  By checking this box, I affirm my commitment to upholding these ethical guidelines throughout my PhD application and study process. I understand that if any of the points are violated, I might be barred from getting any future LORs.

Full Name of Applicant: (Typing indicates binding signature)