

INSTRUCTIONS TO THE STUDENTS

Procedure for LOR :

1. Students who wish to apply for higher studies at abroad should approach faculty members for Letter of Recommendation (LOR).
2. Take the print of application form for LOR from the college website.
3. Application fee of LOR is Rs.50/- (per copy).
4. For any query, Contact college office phone number 8655143915.

From:
Mr./ Ms _____
Address: _____

Mobile: _____
Email ID: _____
Date: _____

To,
Principal,
Pravin Gandhi College of Law,
Mithibai College Campus, 8th floor,
Bhaktivedant Swami Marg,
Vile Parle (W), Mumbai-400056.

Subject: Application for Letter of Recommendation (LOR)

Respected Madam,

This is to inform you that I am / was student of _____ B.A., LL.B. / LL.M. program having
Roll No. _____ Div. _____ SAP No. _____ in Academic Year _____.

I have to request you to kindly provide me Letter of Recommendation (LOR) from _____
_____ for applying to the _____

Yours faithfully,

(Signature of Student)

Faculty issuing LOR:

[For Office Use]

Remarks: _____

Approved by :- _____

Receipt No.: _____

Sign with date: _____