

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your assistance with providing a reference for my application to the [specific engineering program] at [University Name]. The deadline for submission is [insert deadline date], and your perspective on my skills and experiences would greatly enhance my application.

During my time in your [specific course or project], I greatly appreciated your guidance and mentorship. I believe your insights into my abilities would be invaluable to the admissions committee.

If you agree to write this reference, I would be happy to provide any additional information you need, including my resume and details about the program. Please let me know if you require more context or what you would prefer to highlight in your recommendation.

Thank you very much for considering my request. I look forward to hearing from you soon, especially as the deadline approaches.

Warm regards,

[Your Name]

[Your Contact Information]

[Your Degree Program]