

Reference Request for Engineering Program

Date: [Insert Date]

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to request your support as a reference for my application to [Specify Program/Institution], specifically for the project titled "[Project Title]." Your expertise and insight into my work during [Specify Context, e.g., your course, research project] would provide a valuable perspective on my capabilities.

During my time in your [Course Name] class, I was deeply engaged with [Briefly Describe Related Work or Project]. Your guidance helped me develop [Specify Skills or Achievements], which I aim to apply in [Describe How It Relates to the New Program/Project].

The submission deadline for the reference is [Insert Deadline]. I would be happy to provide more details about the program and project, as well as my resume for your reference.

Thank you for considering my request. I greatly appreciate your support and guidance.

Sincerely,

[Your Full Name]

[Your Contact Information]

[Your Program/Year]