

Subject: REQUEST FOR 04/06 WEEKS INDUSTRIAL TRAINING of M.Tech/4 years Degree Programme,

Dear Sir,

Our Students have undergone internship training in your esteemed Organization in the previous years. I acknowledge the help and the support extended to our students during training in previous years.

/(For first time industry) You must be aware that AICTE has made internship mandatory for all technical education students.

In view of the above, I request your good self to allow our following\_\_\_\_students for practical training in your esteemed organization. Kindly accord your permission and give at least one-week time for students to join training after confirmation.

S. No.	Name	Roll No.	Year	Discipline

If vacancies exist, kindly do plan for Campus/Off Campus Interview for \_\_\_\_\_ batch passing out students in above branches. CHECK THIS

A line of confirmation will be highly appreciated.

With warm regards,

Yours sincerely,

Training & Placement Officer