



**JIND INSTITUTE OF ENGINEERING AND TECHNOLOGY**  
 (Affiliated to Kurukshetra University, Kurukshetra-Approved by AICTE, New Delhi)  
 Panipat Road, jind-126102 (Haryana) India

**REQUEST FOR SUMMER VACATION TRAINING**

**FROM:-**

**NAME.....**  
**ROLL NO.....**  
**BRANCH.....**  
**SEM.....**  
**YEAR.....**

To,  
 HOD & TPO  
 CSE/IT Dept.  
 JIET, Jind.

Respected Sir/Madam,

I have to do industrial training as a part of academic curriculum of B.Tech degree course after appearing 4<sup>th</sup>/6<sup>th</sup> sem. of 6/8 weeks. You are therefore, requested to please issue me a certificate of bonafide student and recommend my case for Industrial Training to the following Industries. Whenever, I will find a seat for training in the organization of my choice, I will join the training only after submitted the confirmation report of allotment of seat to the institute.

I undertake that during the course of my training in the organization, I will abide by the rule & regulation of the organization. In case of any mistake or disobey of rules at my part, I will stand responsible for my work, conduct & behavior. JIET, Jind will not bear any consequences of my deeds, behavior & action.

Thanking You,  
 Yours faithfully

Signature of Student

**Date:**

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Address of Industry 1.....

Address of Industry 2.....

Address of Industry 3.....

Teacher Incharge



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**To,**

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**Sub: Permission for 6/8 week industrial training.**

Dear Sir,

As the Engineering Curriculum of Kurukshetra University includes 6/8 weeks Industrial training in any industry related to CSE/ IT after 4<sup>th</sup>/6<sup>th</sup> semester Examination. He/She would like to undergo industrial training in your industry.

He/She is a bonafide student of our Institute. If you permit him/her to undergo Industrial training in your esteemed organization. He/She will be well aware about various technical aspects. As an Engineering student, it will be very helpful for his/her carrier.

In the context, we assure you that during training period, he/she would abide by the rules and regulation of your industry.

We earnestly hope to receive positive reply from you at the earliest.

Thanking you.

Yours Truly,

Sushil Kumar  
 ASST. PROF.  
 HOD & TPO  
 (CSE/IT)

Student's Signature

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Name of Student: .....

Year/ Sem: .....

Branch: .....