

## SUMMER TRAINING-2018

From:

Name

Email Id..... Mob No.....

Mailing Address

.....

.....

.....

To

(Through proper channel)

Sir,

I introduce myself as a \_\_\_\_\_ year student of Veer Surendra Sai University of Technology, Odisha, Burla of \_\_\_\_\_ branch. We have a provision in the regulation that all students of 2<sup>nd</sup> and 3<sup>rd</sup> year should undergo one month Internship/Training in the Summer vacation from 15.05.2018 to 15.7.2018.

Therefore, I request you to kindly allow me to take Internship/Training at your establishment. I agree to abide by the rules and regulations of your establishments provided for Internship/Training.

I shall be obliged if your kind approval is communicated either to me or to the Training & Placement Department in the addresses given above at an early date.

Thanking you,

Yours faithfully

Burla

Date

(Signature of the student)

Registration No



**TRAINING AND PLACEMENT DEPARTMENT**

**VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY, BURLA**

P.O-Burla, Engineering College SAMBALPUR, ODISHA-768018

[www.vssut.ac.in](http://www.vssut.ac.in), email-placement@vssut.ac.in

Memo No. VSSUT/T&P/

Date

Certified that.....bearing Registration No.....  
is a student of.....Semester of .....branch. He , may kindly  
be allowed to pursue industrial training/Internship at your establishment for a period of one month  
during 15.5.2018 to 15.7.2018.

Professor

Training and Placement Department  
VSSUT, Burla