

FORM NO.	F / TEAH / 48
REV. NO.	00
ISSUE DATE	15-09-2017

MAHATMA GANDHI MISSION'S
JAWAHARLAL NEHRU ENGINEERING COLLEGE

Ref: JNEC/
Date:

To,
HR-Manager

Subject: Request for In-Plant Training

Dear Sir,

I approached your good office to extend facility for imparting in-plant training to the following students of our college during vacation this year:

Sr. No.	Name of the students	Class	Branch	Period
1				
2				
3				
4				

I hope you would encourage them for exposure to industry that would help them widening their professional outlook. I also hope you would come helpful to the student(s).

Jawaharlal Nehru Engineering into its ____ year of operation and regarded as one of the preferred destination among the aspiring students.

Request issue a certificate on the performance of the trainee student(s) after completion of the period of training.

Thanking you.

HOD