Ref. No.: NITJ/CTP/ Date.

**Sub:- Summer Internship for B.Tech student after 6th semester 6 to 8 weeks duration (i.e from 28th May to 26th July,2018).**

**Dear Sir/Madam,**

We are in the process of deputing the pre-final year students of this Institute to various Industrial houses/Organizations/Institutes for undergoing two months Practical Training, which is an essential part of their four-year B. Tech curriculum. This will not only provide an opportunity to our students to have a real life shop-floor experience, but also help them to apply their class-room knowledge to understand the live situations, thus enabling them to adjust with the rigours Industrial environment. With the active cooperation of the Industry, the students deputed last year to various Industries received the right kind of on-the-job training and got a perfect exposure to the industrial environment.

In the above context, we will like to depute one of our student **Mr. /Ms. , Roll No.** of the Department of  at your esteemed Organization (for 6 to 8 weeks practical training) after the completion his/her 6th semester, during May to July, 2018**.** May I request you to accommodate him/her in your esteem organization and will be expecting a line of confirmation for the same.

We will be looking forward to hear from you.

**With Regards,**

**Yours sincerely,**

Professor and Head

Centre of Training & Placement

C.C. to Mr./ Ms. , Roll No. of the Department of