



Pimpri Chinchwad Education Trust's
Pimpri Chinchwad College of Engineering

Form-I Permission Letter for Internship

Department: CSE (AI&ML)

Academic Year:2023-24

Date:

To,
The Head of the Department
Pimpri Chinchwad College of Engineering,
Nigdi, Pune-44

From,

Student name with Roll No:_____

Subject: Request for Permission to Attend the Internship

Respected Sir/Madam,

My name is _____ studying in (SY/ TY/ FY) BTech, CSE(AI&ML), having Roll no._____. I am writing this letter to request permission for attending an internship. I recently got selected for _____ months Training/Internship starting from _____ (date) in _____ (Name of Industry). The duration of the internship is from _____ to _____.

This internship being a really important and integral part of my learning procedures. Opting for internship/summer school is my volunteer decision in the interest of my future career prospectus. I undertake to travel, stay (if any) and complete my internship on my personal responsibility. I request you to consider my situation and grant me permission for the same.

Looking forward to your kind consideration.

Student's Signature:

Internship Coordinator Remark-

Head of Department Remark-

1. Student Name:		Roll No:	Year & Div :
2. Overall CGPA:		Phone:	
3. Student email address:			
4. Academic results of previous year/semester:		5. Internship Semester:	
6. Company/Organization:		Phone:	
7. Internship is: With Stipend: _____ if yes, specify amount in Rs:			
8. Internship Duration: From Date- _____ To Date- _____			
9. Details of internship work:			