Ref.No.:- BITR/TPO/Ind. Visit/2019-20/ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_

To

Mr. /Ms. /Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bharat Sanchar Nigam Limited

Raipur, Chhattisgarh

**SUBJECT**: Permission for Industrial visit/tour.

Dear Sir,

Greetings from ***Bhilai Institute of Technology, Raipur***.

We are the leading engineering college of our region and we believe in providing firsthand knowledge of the concept to the students. Industrial visits form a vital part in their curriculum. In this regard, we wish to make a visit of our students of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** semester from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ departmenton **\_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_\_\_**. This visit shall help them to understand the working and also provide them the knowledge of the various processes in practice, which would be a great learning experience for them.

We will be highly obliged for your kind permission towards the visit. The students would be supervised by the faculty members of the college during the entire visit and we assure you of the discipline of our students. The logistics would be arranged by the college.

 The details of the visit are as follows:

 **Proposed Date of Visit : Date/Month/Year**

**Number of Students : “No.”**

**Number of Faculties : “No.”**

Enclosure:-

* List of Students and Faculties.

**Principal Dean T & P HOD (Branch)**