

To be printed on Institute Letter Head

Date:
From,
Head of Institute (Name),
Designation

To,
The Project Manager,
E-Outreach Programme,
Department of CSE,
KReSIT Bldg.,
IIT Bombay, Mumbai-400076

Permission Letter for Main Workshop

This is to certify that Prof. _____ is a regular teaching employee in the department of _____ of our Institute with a designation of _____ (Jr. Lecturer/Lecturer/Sr. Lecturer/ Asst. Professor/Associate Professor/ Professor/ HOD/ Reader/ Principal/Vice Principal/Visiting Faculty/Teaching Fellow).

He/she has taught Network Security or System Security or Cryptography or a related course. He/ She is allowed to attend the workshop on Cyber Security, under the National Mission on Education through ICT (MHRD, Govt. Of India) from 10/07/2014 to 20/07/2014 in **REMOTE CENTER NAME**

The Institute has no objection to him/her participating in the workshop. We would make sure that no official duties will be delegated which may affect his/ her participation, during the workshop.

I ensure that the participant will follow the below mentioned conditions:

1. He/ She will report to the local organizers well in time.
2. He/ She will not drop out from the programme.
3. He/ She will not be absent during the entire workshop.

I guarantee that the nominated staff will be 100% regular in attending the workshop and will complete all the assignments, given during the workshop. Otherwise his/her certificate is liable to be withheld by IIT Bombay.

Thank You,

Institute Head's Signature & Stamp