

# To be printed on Institute Letter Head

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

To,  
The Sr. Project Manager,  
T10kT 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 \_\_\_\_\_ (Lecturer/ Sr. Lecturer/ Asst. Professor/Associate Professor/ Professor/ HOD/ Reader/ Principal/ Vice Principal/ Visiting Faculty/ Teaching Fellow).

He/she is/has taught/teaching course related to Engineering Physics. He/She has a post graduate degree in Physics/Electronics. He/ She is allowed to attend the workshop on Engineering Physics, under the National Mission on Education through ICT (MHRD, Govt. Of India) from 08/12/2015 to 18/12/2015 in REMOTE CENTER NAME

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

I ensure that the participant will follow the following 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 complete the STTP with full attendance.
4. He / She will complete all the quiz and assignment of the STTP.

I permit the nominated staff to attend the STTP and I understand that irregular attendance will result in the withholding of his/ her certificate by IIT Bombay.

Thank You,

Institute Head's Signature & Stamp