

To be printed on Institute Letter Head

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

To,
The Sr. Project Manager,
T10kT Programme,
Department of CSE,
Kanwal Rekhi Bldg.,
IIT Bombay, Mumbai-400076

Permission Letter for attending Faculty Development Programmes (FDP101x & FDP201x)

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

He/ She is permitted to attend the two FDPs being conducted in a hybrid Mode. He/ She is permitted to attend the face to face component of "Foundation Program In ICT For Education (FDP101x)" **on 19- 20 August. If qualified in FDP101x**, he/she is permitted to attend the face to face component of "Pedagogy for Online and Blended Teaching-Learning Process (FDP201x)", on **16,17 September and 07, 08 October 2017** in RC ID - REMOTE CENTER NAME.

The above said FDPs are conducted under the aegis of Pandit Madan Mohan Malaviya National Mission for Teachers and Teaching (PMMMMNMTT), MHRD, GoI.

The Institute has no objection to him/her participating in the FDPs from 03 August– 12 October 2017. Institute will make sure that no official duties are delegated to him/ her which may affect his/ her participation, during the face to face interaction.

I will 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 FDP with full attendance.
4. He/ She will complete all the quizzes and assignments of the FDP.

I permit the nominated staff to attend the FDP 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