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

"Foundation Program in ICT for Education- (FDP101x) and Pedagogy for Online and Blended Teaching-Learning Process-(FDP201x) (Re-run of FDPs offered in 2017)"

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 24, 25 March 2018. If qualified in FDP101x**, he/she is also permitted to attend the face to face component of "Pedagogy for Online and Blended Teaching-Learning Process (FDP201x)", on **12, 13 May; and 26, 27 May 2018** 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 (PMMMNMTT), MHRD, GoI.

The Institute has no objection to him/her participating in the FDPs from 08 March – 31 May 2018. 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 understand that the participant has to 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