

Date _____
Name of student _____
Enrolment No _____
Division _____
Address _____

Email -id _____
Mobile No _____

To,
The Head,
Mechanical Department
BBIT, V. V. Nagar

Subject: -Application for Summer Internship

Respected Sir,
I, the undersigned _____ (name of student) am requesting
you to issue me Internship Training letter.

My choice is indicated below:

Sr. No.	Name & Address Of Industry	Contact Person's Name & Designation	Contact Person's Mobile No.

I will strictly follow the guidelines during Internship. I will follow instruction of my mentor.

Thanking you

Yours Faithfully

(Student's Signature)

Enclosure:

1. My brief profile
2. Undertaking Form