

Ref: VCA/IIIC/**19-20** Date:

To

The Manager

HR Department

Name of the Industry

Address

Dear Sir/Madam

Sub: Academic Project for B.Arch students

 The following students of this institution are interested to do their Academic

project at your esteemed organization from ------- to ----------. So, permission may be

 given to them, subject to the rules of the Organization.

I assure that the students will abide by all the rules and regulations stipulated by your organization.

Name of the student Branch of study

1. Ashok John B.Arch
2. Johns Rippon B.Arch

 Thanking you,

 Yours faithfully,

Ar.Anish.C.S Ar.Shereef.T.P

 Principal Head of the Department

**Chair person**

Ar.Anish.C.S

PRINCIPAL

**Coordinator**

Ar.Shereef.T.P

Head of the Department