

PANJAB UNIVERSITY SWAMI SARVANAND GIRI REGIONAL CENTRE
UNA ROAD, HOSHIARPUR
Ph. 01882-282617, 282618, Fax: 282221
Email: directorhsp@pu.ac.in, www.ssgpurch.puchd.ac.in

Ref: No.....

Date:

To

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Sir/Madam,

We take this opportunity to introduce you University Institute of Engineering and Technology (UIET) Hoshiarpur, as an off-campus Engineering Department of Panjab University, Chandigarh. Panjab University is one of the oldest and Five Star accredited University of India. UIET, Hoshiarpur offers B.E. (Bachelor of Engineering) degrees in Electronics & Communication Engineering, Computer Science & Engineering, Mechanical Engineering and Information Technology.

Since practical training is equal in importance to theoretical foundation, the course curriculum is so designed that the student gets exposure to practical aspects of the engineering branch. As a part of curriculum the student has to undergo one month/four weeks industrial training/technology certifications program in an organization of repute.

We recommend our student _____ Roll No. _____ of B.E.in_____ of _____ semester to undergo one month/four weeks industrial training in your esteemed organization starting from July 2022.

We would very much appreciate if the student can be accommodated for the training program. Our students are sincere and hardworking and we are sure that they will put in their best efforts during the training program.

Looking forward for the confirmation from your side.

Thanking you in anticipation,

Yours Sincerely,
Training Officer
Name:
Mob. No:
Email id:

End semester Training guidelines for students of 2, 4 & 6 semester (CSE,IT,ECE,ME)

1. The students undergoing four weeks vocational training after 4th /6th Semesters (CSE,IT,ECE,ME) can opt for 04weeks/(actual time span available as per academic calendar before start for next semester) end semester training after 4th / 6th semester either in industry (through online/offline) mode or can opt for training through technology certification in relevant branch/discipline from technical training organisations/enterprise of repute by getting prior approval from concerned branch training In-charge.

2. The training letter duly approved is available on the website, students can download the same and fill it for applying to the concerned industry /training organisation if required. For this candidate has to send the filled training letter to the concerned branch training in-charge on his/her Email and he/she will get back the training letter within two working days from the concerned faculty in-charge for further processing.

3. All students have to send the confirmation of his/her training through email to the concerned faculty in-charge by mentioning the below mentioned details:

Name of the student:..... University Roll no:..... Branch/Sem:.....

Organisation in which opting for training:.....

Details of concerned Industry/organisation mentor:.....

Start date of training:..... completion date of training:.....

4. The students undergoing two weeks summer training after 2nd Semester (CSE,IT,ECE,ME) will undergo in-house conducted by the faculty In-charge/ workshop staff in the respective Branches

5. The details of all faculty in charges responsible for the conduct of training will be displayed on the notice board on the website.