

**Government Polytechnic , Vaishali  
Training and Placement Cell**

**Notice**

This is to inform to all the students of 3<sup>rd</sup> and 5<sup>th</sup> semester of the Department of Electronics and Mechanical Engineering as well as 5<sup>th</sup> semester students of the Department of Civil Engineering that Industrial Training of duration 4 weeks is mandatory as per the new curriculum of SBTE, Patna, Govt. of Bihar. Therefore, you are all directed to submit the application for the same in the prescribed format latest by 08.11.2023 in the office of Head of the Department (HOD). This issues with the approval of the Competent Authority.

*Jitesh*  
27/10/23.

Training and Placement In-charge  
Government Polytechnic, Vaishali

Copy to:

1. Concerned Head of The Department
2. College's Website
3. Students' Notice Board
4. To be circulated through WhatsApp

To,  
The Principal  
Government Polytechnic Vaishali

Through : Training and Placement Officer  
Government Polytechnic Vaishali

Sub : Participation in Industrial training for duration of Four (04) weeks-reg.

Sir,

With reference to aforesaid subject I, .....  
bearing Registration No..... of .....(semester)  
.....(branch) would like to state that undergoing Industrial training for  
duration of four (04) weeks is mandatory as per the curriculum of State Board of Technical  
Education, Bihar, Patna.

I, therefore, request to kindly allow me to participate in the industrial training in the  
following organisation the details of which is given below

Designation .....

Name of the organisation .....

Address of the organisation .....

Thanking you in anticipation.

Yours sincerely

(Signature with date)

Name :

Branch :

Mobile :

Email ID :