

**NED UNIVERSITY OF ENGINEERING & TECHNOLOGY
DIRECTORATE OF INDUSTRIAL LIAISON**

The Director
Directorate of Industrial Liaison
NED University of Engineering & Technology

Date: _____

Subject: Request to issue letter for Industrial Visit.

I _____ group member/student of _____ Engineering (Third/Final) year student wish to submit that I have contacted for industrial Visit for Final year project in _____ through the following mentioned reference.

(Name of Company)

ProjectTitle: -" _____".

1.	Name:
2.	Designation:
3.	Address:
4.	Phone (off.)
5.	Cell No.
6.	E-mail:

In this regard I would like to request that I may be provided an official letter from DIL office to facilitate our visits to the aforesaid organization.

Kindly issue the letter and follow-up if required.

Names of Group Members with full Information

S.No	Names of Students	Roll No	Cell No.	E-mail
1.				
2.				
3.				
4.				

Internal Advisor (IF):-

S.No	Name	Designation
1.		

Group Member

Name: _____

Roll #: _____

Discipline/Year: _____

Forwarded by Class Advisor/ Chairman