

## Requisition Letter

25.01.2025

From

Sudharshan M Prabhu,  
Internship Coordinator  
Department of Artificial Intelligence and Data Science,  
Coimbatore Institute of Technology,  
Coimbatore.

To

The Head of the Department,  
Department of Artificial Intelligence and Data Science,  
Coimbatore Institute of Technology,  
Coimbatore.

Respected Sir/Madam,

Subject: Request for ON-Duty (**20<sup>th</sup> Jan 2025 to 22<sup>nd</sup> Jan 2025**) for attending Internship in Indonesia

We are writing to formally request On-Duty leave for the period from 20.10.2025 to 22.01.2025. From 7th January 2025 to 20th January 2025, we participated in an Internship Program at Telkom University (Indonesia) collaborated with Coimbatore Institute of Technology. During this time, we were engaged in activities that provided immense academic and professional value. We travelled back to India from Indonesia on 22nd January 2025.

We kindly request your approval for our On-Duty during these dates to account for our participation in these academic programs and the associated travel.

Thank you for considering our request.

Yours sincerely,  
Sudharshan M Prabhu,  
Department of AI & DS,  
Coimbatore Institute of Technology.

The students who were participated on this Course

1. Sudharshan M Prabhu - 71762208052
2. Sujit S - 71762208054
3. Jaaswin S - 71762208023
4. Ranjith T - 71762208041
5. Nithish S - 7162208036
6. Sujai S - 71762208053
7. Bharathkumar R - 71762208009
8. Nishanth S - 71762208034