To,

The HOD of I.T,

Sant Rawool Maharaj Mahavidyalaya, Kudal

Date: 23-01-2024

**Subject:** Seeking permission for industrial visit.

Respected Sir,

I am writing the letter on behalf of Department of Information Technology in order to seek your permission for an industrial visit of T.Y.B.Sc.(I.T.) and S.Y.B.Sc(I.T) students to Bangalore. The visit would be done from 30January 2024 to 5th February 2024. This visit might help the students in attaining good knowledge in desired fields making it easy for them to understand the practical working of the IT industries.

I ensure all students will definitely maintain the decorum at the place. I eagerly await your positive response as I have to inform all the students about the same.

Yours Faithfully,