

## Re: Request to approval for Professional course students - 04.02.04.02

Dayantha Berendina <Dayantha@berendina.org>

Sat 2/20/2021 8:13 AM

To: vijinthan BDS <vijinthan@Bds.berendina.org>

Cc: Hemantha Berendina <hemantha@berendina.org>; Soundararasa Thinesh <thinesh@bec.berendina.org>; Project Officer - BEC-Batti <batti@bec.berendina.org>

Approved the Professional Course with BDS maximum contribution of Rs. 23,000.00.

### Dayantha Fernando | General Manager

Berendina Development Services (Gte) Ltd. | Head Office | No. 44/3, 3<sup>rd</sup> Floor, Narahenpita Road, Nawala, Sri Lanka. |

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Email: [dayantha@berendina.org](mailto:dayantha@berendina.org) | Website: [www.berendina.org](http://www.berendina.org)

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**From:** vijinthan BDS <vijinthan@Bds.berendina.org>

**Sent:** Friday, February 19, 2021 4:54 PM

**To:** Dayantha Berendina <Dayantha@berendina.org>

**Cc:** Hemantha Berendina <hemantha@berendina.org>; Soundararasa Thinesh <thinesh@bec.berendina.org>; Project Officer - BEC-Batti <batti@bec.berendina.org>

**Subject:** Fw: Request to approval for Professional course students - 04.02.04.02

Dear Mr.Dayantha

I hereby recommend you to approve the below request to support a student from Pattipalai to follow the Computer Graphic Designing course at Vivekananda College of Technology, please. Details of the project approval are as follows;

Name of the course	: Computer Graphic Designing (NVQ Level 04)
Duration of the course	: 04 months
No. of students	: 01 Nos
Name of training provider	: Vivekananda College of Technology (Main road, Puthukudiyiruppu, Batticaloa)
Total course fee	: Rs 31,500.00
Total contribution	: Rs 8,500.00 (Student - Rs 5,000.00 & institution - Rs 3,500.00)
<b>Exp. BDS contribution</b>	<b>: Rs 23,000.00</b>

Kindly refer student's detail and his eligibility, Course fee & other details pertaining to the course, and Institution registration details attached herewith, please.

Regards  
Vijinthan

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**From:** Soundararasa Thinesh <thinesh@bec.berendina.org>

**Sent:** Friday, February 19, 2021 4:38 PM

**To:** vijinthan BDS <vijinthan@Bds.berendina.org>

**Cc:** Project Officer - BEC-Batti <batti@bec.berendina.org>

**Subject:** Fw: Request to approval for Professional course students - 04.02.04.02

Dear Mr.Vijinthan,

Re: Request to approval for Professional course students - 04.02.04.02

I am writing to request approval to Graphic Designing -NVQ-04 at Vivekananda college of technology, the attached a student was selected from the working GN division -Kokadicholai in Paddipalai to the course fees,

Please find the attached supporting documents

Institution registration details, Student details, and course details for your concern thus grant the approval for the provision.

Cost for CGD -NVQ- 04 - 31,500

Students' contribution - 5,000

Institution contribution - 3,500

Berendina contribution - 23,000

The request total amount for provision is 23,000

regards

Thinesh Soundararasa

District Youth Development Coordinator

**Berendina Development Services**

p: 0654929068 m: 0766881472

a: 3/1 Kankany Pillaiyar Kovil Road Batticaloa

w: [www.berendina.org](http://www.berendina.org) e: [thinesh@bec.berendina.org](mailto:thinesh@bec.berendina.org)

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**From:** Soundararasa Thinesh <thinesh@bec.berendina.org>

**Sent:** Wednesday, February 17, 2021 12:20 PM

**To:** vijinthan BDS <vijinthan@Bds.berendina.org>

**Cc:** Project Officer - BEC-Batti <batti@bec.berendina.org>

**Subject:** Re: Request to approval for VT & Professional course students - 04.02.04.02

Dear Mr.Vijinthan,

Re: Request to approval for VT & Professional course students - 04.02.04.02

I am writing to request approval to Office Management & Computer Application Assistant -NVQ -03 and Graphic Designing -NVQ-04 at Vivekananda college of technology, the attached 04 students who have completed the soft skill course last year, were selected for Office Management & Computer Application Assistant -NVQ -03 and a student was selected from the working GN division -Kokadicholai in Paddipalai to the course fees,

Please find the attached supporting documents

Institution registration details, Student details, and course details for your concern thus grant the approval for the provision.

The total cost for 05 students - 125,500

Cost for OM & CAA -NVQ -03 - 94,000

Cost for CGD -NVQ- 04 - 31,500

Students' contribution - 17,000

Institution contribution - 17,500

Berendina contribution - 91,000

The request total amount for provision is 91,000

regards

Thinesh Soundararasa

District Youth Development Coordinator

**Berendina Development Services**

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