January 19, 2021

The Vice-Chancellor

University of Engineering and Technology

Lahore, Pakistan

Subject: **Request for a visit to industry w.e.f. February 2-3, 2021**

With great veneration, it is stated that the undersigned is requesting on behalf of Computer Science Department Session 2020 Section C, seeking your permission to conduct an industrial visit. Since our department has not planned any departmental tour until now, it is the best opportunity for the whole department.

The group would be thirty-two visitors, including two faculty members. Being an undergraduate of engineering, this visit would help us in a better understanding of various concepts. The purpose of this visit is to enhance the students’ knowledge and provide them with a proper understanding of the functioning of the industry.

Kindly grant us permission for the industrial visit and make the necessary arrangements for the same.

Obediently

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