

From

Team Hackerz'26
Department of Computer Science and Engineering,
Chennai Institute of Technology,
Chennai – 600069.

Subject: Requesting permission for OD regarding **Website Building with AI**

Respected Sir / Madam,

This is to formally request permission to grant On-Duty for **Kaaviyasri Varshini R**, CSE, Meenakshi College of Engineering, to participate in the technical symposium **Website Building with AI**, organized by the Department of Computer Science and Engineering.

The event is scheduled on **2026-02-09** from **08:00 AM**. Participation in this event will significantly contribute to the student's academic and professional development.

We kindly request you to grant On-Duty permission for the above mentioned date.

Regards,

Team Hackerz'26



Head of Department

Computer Science and Engineering