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|  <p>Kongu Engineering College Estd : 1984</p> | KONGU ENGINEERING COLLEGE (Autonomous) PERUNDURAI – 638060 INTERNAL QUALITY ASSURANCE CELL |  |
| | Field Visit - Semester Report | |

Department of _____

Programme:

Academic Year: _____



| S.No | Class and Section | Subject code and name | Name and Address of the Industry | Type of the Industry | Area of specialization | Date of the Visit | Names of the Accompanying Faculty | Reports submitted (YES/NO) |
|------|-------------------|-----------------------|----------------------------------|----------------------|------------------------|-------------------|-----------------------------------|----------------------------|
| 1. | | | | | | | | |
| 2. | | | | | | | | |
| 3. | | | | | | | | |
| 4. | | | | | | | | |
| 5. | | | | | | | | |

IV/IPT Coordinator

HOD

CCO-IIPC

Principal

| | | |
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|  <p>Kongu Engineering College Perundurai Estd : 1984</p> | <p align="center">KONGU ENGINEERING COLLEGE (Autonomous) PERUNDURAI – 638060 INTERNAL QUALITY ASSURANCE CELL</p> |  |
| | <p align="center">Field Visit Approval Form</p> | |

FROM

TO

DATE:

IV/IPT Coordinator,
Department
Kongu Engineering College,
Perundurai , Erode.

The Principal
Kongu Engineering College
Perundurai , Erode.

Respected Sir ,
Sub : Request for Field Visit - Reg.

I/We propose to have our Field Visit programme on(date). We have received permission from the company to facilitate this visit, which will support and enhance real-time learning for the participants.

| Name of the Company with Address | Area of specialization | Date & Time of Visit | Subject(s) Code and Name(s) | Names of the Accompanying Faculty | No. of Students going for visit |
|----------------------------------|------------------------|----------------------|-----------------------------|-----------------------------------|---------------------------------|
| | | | | | Boys: Girls: |

I/We, on behalf of _____ class, request you to kindly grant permission for the Field Visit. I/We assure you that I/ we will adhere to the rules and regulations of both, our College and the Company.

Thanking you,

Yours,

Enclosures:

- 1) Copy of Company's Permission Letter(s) / Mail copy
- 2) List of Students (participants)

IV/IPT Coordinator

HOD

CCO-IIPC

Principal

Note:

- 1) Class Representatives should inform about the Field Visit to all the Staff members who are having classes on the days of Field Visit.
- 2) Class Representatives should submit report about their Visit to the department. The report should have certain information regarding persons contacted, observations during the Visit, usefulness, geo tagged photo and relevance of the Visit etc.