To,

**Ottoegde Services LLP**

**A-603, Rustomjee CP,**

**Andheri East**

**Mumbai, MH**

**Subject: Inplant training to our diploma students**

Dear Sir,

Anjuman-i-Islam’s **M. H. Saboo Siddik Polytechnic**is a reputed Institution established in the year 1958 imparting High quality technical education to all society. The institute is approved by All India Council of Technical Education (AICTE), New Delhi and Affiliated to Maharashtra State Board of Technical Education (MSBTE), Mumbai.  The MSBTE is making all efforts to impart technical education at diploma level to make the diploma holders capable of fulfilling the requirements of industries.   The scientific methodology of curriculum development adopted by MSBTE includes inputs from industry experts. In spite of all efforts made by the MSBTE, it is strongly felt that the diploma holders should be acquainted of industrial environment during their course of study itself. Such an exposure to the industries would enable the students to understand the application of theoretical knowledge in industrial practices, which cannot be effectively imparted through classroom or laboratory inputs. Hence it is decided by the MSBTE that a**six weeks in-plant training program** be made mandatory for the **students completing 4thsemester of diploma courses.  The in plant training program may be conducted during May-June-2019 tentatively**.   The exact schedule of training will be informed to you very soon.

The MSBTE has also approached Confederation of Indian Industry (CII) to facilitate the in-plant training activities.  The CII Maharashtra State Council has extended valuable support by appealing to all member industries in Maharashtra to offer all necessary cooperation to promote in-plant training.

I therefore request to you to please consider our request and grant permission to our students for the In-plant training in your esteemed organization. on behalf of our college I am enclosing a permission letter. I would request you to please intimate us as soon as possible so that our student are placed for their in plant training in this semester.

Thanking you,

**PRINCIPAL**