



**Chandigarh College of Engineering & Technology**  
Sector 26, Chandigarh - 160 019 (U.T.), INDIA



Ref. No. CCET/DG/TPO

, 2017

To

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Subject: Request for 6 weeks Vocational Training

Dear Sir/Madam,

It gives us immense pleasure to introduce **Chandigarh College of Engineering & Technology, Chandigarh (Govt. Engineering College, Affiliated to Panjab University, Chandigarh)** One of the pioneers of Engineering and Technology education in Chandigarh .It was started in the year 1959 as Central Polytechnic offering 3-year Diploma Courses to cater the need of nearby industries. The College was upgraded in the year 2002 as Engineering College Named Chandigarh College of Engineering and Technology running the 4-years Bachelors in Engineering Courses. **The College offers the 4-years BE degree Programmes in Civil, Mechanical, Computer Science & Engineering, Electronics and Communication Engineering Streams. Admission to the College is only on the basis of JEE rank.**

As a part of Curriculum introduced by Panjab University and to give practical exposure to the students in their branch of Engineering students are required to undergo 6 weeks vocational training in a reputed Organization.

During the period of on-the job training in various divisions of the organization, the students are also assigned a suitable project, which provides the opportunity to apply theoretical concepts in practical situations. This can help your esteemed organization in previewing the student as prospective employee.

We seek your cooperation and request you to allow our student Mr./Ms. \_\_\_\_\_ of BE in \_\_\_\_\_ of \_\_\_\_\_ Semester to undergo 6 weeks vocational training starting from \_\_\_\_\_, 2017 and issue the confirmation of training to undersigned.

Thanks and Warm Regards,

Training and Placement Officer/ Training Coordinator  
Chandigarh College of Engineering & Technology  
Sector-26, Chandigarh-160019  
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