

* To be printed on the department/college/university letterhead only.

This is to certify that Mr./Ms.....studying in.....Discipline* in the degree programme is among the top 20% in the previous year in our..... college/university.

It is certified that the student does not have to attend any lectures in the semester (specify months and year) and hence is available for full time internship during this period.

Dated..... Signature of the
Principal/Head/
Chairperson of the Deptt.
(With office seal)

* Please specify the Discipline of programme.