



Rajiv Gandhi University of Knowledge Technologies

Mylavaram Road, Nuzvid, Krishna (District)-Andhra Pradesh, India-521201

(Established under Act 18 of 2008, A.P)

Relieving Letter for Long-term Internship Program

(Annexure-L4)

Relieving Letter No: /2018-19/RGUKT/Nuz/Acad/Dept. Date:

Subject: *Student's Relieving Letter to undertake the Long-Term Internship Program-Reg.,*

- Reference:**
1. Student's '*Request Letter (Annexure-1B)*', dated _____.
 2. '*Offer Letter*' by the Company, Letter No._____, dated_____
 3. '*No Objection Certificate (Annexure-3B)*', dated_____.
 4. '*Letter of Undertaking (Annexure-2B)*' by the student and parent dated _____.

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In accordance with the references cited, Mr./Ms._____ bearing I.D.No. _____ is relieved from the regular academic course works in order to undertake his/her Long-Term Internship Program from _____ to _____ i.e., for _____ months.

He/she is relieved from the Campus on _____ subject to the academic regulations of the University.

(This letter has been approved by the competent Authority)

Place: Nuzvid.

Assistant Registrar (Academic).

Copy to:

1. To the individual and the parent/guardian
2. The Director
3. The Administrative Officer
4. The Dean of Academics
5. The concerned HOD
6. The Project Guide/Supervisor
7. The Controller of Examinations
8. The Faculty-in-Charge, CDPC.
9. The Chief Warden
10. The Public Relations Officer, RGUKT-Nuz.
11. To the Company concerned.