



# Rajiv Gandhi University of Knowledge Technologies

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

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

## Application for Long-Term Internship

(Annexure Form-L1)

To

Date:

The Head, Department of -----,  
RGUKT-Nuzvid campus,  
Nuzvid, Krishna (Dist)-521201.  
Andhra Pradesh.

Sir/Madam,

Sub: Request for Approval to undertake the Long-Term Internship at \_\_\_\_\_  
in \_\_\_\_\_.

Ref: 1. Advertisement/Notification in the Departmental Notice Board/CDPC/Job Portal  
dated: -----.

2. Authenticated Offer Letter received dated: -----against the  
Advertisement/notification cited in the reference 1.

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As per the above references cited, I would like to bring to your kind notice and consideration that I am very much enthusiastic and interesting to undertake the 'internship program' in the above mentioned company. I strongly believe that this opportunity will have significant impact on my career prospects

Further, I solemnly assure you that I would abide by academic and internship guidelines, rules and regulations of RGUKT-Nuzvid. If given an opportunity, I firmly assure you that I undertake the internship with utmost discipline and dedication to uplift the glory of our University. Hence, I humbly request you to kindly issue the '**No Objection Certificate**' and the '**Relieving Letter**' to me for undertaking the Long-Term Internship Program.

Herewith I attach the photo copies of the references cited and the '*Letter of Undertaking*'. I would be thankful for your kind act. Looking forward to hearing from you sir.

The following details are furnished for your kind information and consideration.

Name & ID number:

Mobile No. of the Student:

Mail Id (college) of the student:

Name of the Project Guide/Supervisor with designation:

Mobile No. of the Parent/Guardian:

Mail Id of the Parent/Guardian:

Yours Sincerely,

Signature of the Student