

To

The Principal
CCCT, Chisopani
South Sikkim

I am permitting my Ward/son/daughter Mr/Ms _____ having
Roll No. _____ studying at your Institute in the _____ Course
to undergo Training in _____ Company located in _____
From the Duration _____ to _____. I have read all the rules and
Regulation laid down for the Training by the institute and it is under my own responsibility and risk
that I am allowing my Ward/son/daughter to attend the Training.

Name of the Parent _____

Relationship _____

Phone number _____

Signature Parent

Student section

I have read all the rules and regulation laid down by the college and i will strictly follow all the rules
and regulation. I take all the responsibility and Risk on my own during the course of Training.

Name of the Student _____

Course _____

Phone number _____

Signature Student

Office use only

It has been verified that Mr/Ms _____ of _____ Branch will
be undergoing training in _____ Company and it is under the
knowledge and responsibility of both the student and parents during the training period.

Signature

Training and Placement Officer

Rules and Regulation for winter industry training

1. The Winter Training is part of the Curriculum
2. Institute shall not be responsible for any kind of mishappening pertaining to negligence and mistake of the students during the entire tour period including journey.
3. The Students/Parents have the right to chose any Industry for Training but the Training should be co related with the course of the student
4. Students will be allowed to undergo training only after the signing of the Undertaking form both by the Student and the Parents
5. Students will have to bare the cost of Training if applicable, boarding cost, food cost any miscellaneous cost that may arise.
6. Institute shall give the concession in the rail travel expenses.
7. Students must carry their ID card at all the times. They have to wear the college uniform during training.
8. Students are expected to attend all days of Training without fail. Prior Information to the concern in charge should be communicated in advance in case of Medical problems only
9. Students should not indulge in any of the misacts such as smoking, Consumption of alcohol, late night travels, Fighting, use of drugs or any other anti social activities. If found indulged in any of such activities he/she shall be called from the training immediately and strict action shall be taken.
10. Students are expected to carry only required amount of Cash and other valuable. Institute shall not be responsible for the loss of any cash or Valuables.
11. All students are required to maintain day wise diary/Report of activities during the Training. The students have to submit project report to the TPO along with daily report and the Certificate of the Training.