

Faculty-to-Principal Permission Request for Industrial Visit

Subject: Permission for Industrial Visit of [Department Name]

Dear Principal,

On behalf of the [Department Name], I request permission to organize an industrial visit for our students to [Company/Industry Name]. This will greatly enhance their exposure to industry practices and support their curriculum.

The visit is proposed for [Date] with [Number] students accompanied by [Number] faculty members. We assure you that all safety, travel, and discipline arrangements will be carefully managed.

Kindly grant us permission to move forward with this educational initiative.

Yours faithfully,

[Faculty Name]

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