

From

Dr.K.Saranya
Assistant Professor (Sr.G)
Department of Physics
Government College of Engineering
Salem – 636 011

8
821
02/03/21

To

The Principal
Government College of Engineering
Salem – 636 011
(Through Proper Channel)

Respected Madam,

Sub: Requisition for Reimbursement of the Fees paid – online FDP
-AICTE -NITTT Modules under TEQIP III – reg.

I have registered for the online AICTE-NITTT modules of 8 week duration and attended the courses in the swayam web portal from first week of March 2020 to the last week of April 2020. As per the instructions from course co-coordinators the certificates will be issued once the examinations for the registered courses are over after the COVID-19 lockdown. For the attending the courses the following expenses are incurred are submitted herewith for your kind perusal.

Sl.No.	Particulars	Amount Paid in Rupees
1	Exam Fee	8000.00
Grand Total		8000.00

(Rupees eight thousand only)

Hence I kindly request the Principal to reimburse the amount of Rs.8000/- (Rupees eight thousand only) paid by me, under TEQIP III Head of account FDP through TNA.

Thanking you.

Place: Salem -11
Date: 02.03.2021

Yours faithfully,

J. A. A. 21/3/21

Encl:

1. Exam Fee Receipt.
2. Hall Ticket
3. Account Number details form

Submitted to the Principal

J. A. A. 21/3/21
for HOD / PHYSICS