

From  
Head of the Department  
Department of Computer Science and Engineering  
Aalim Muhammed Salegh College of Engineering  
Muthapudupet, Avadi-I.A.F, Chennai-600055.

Date: 18-March-2015

To  
The Principal  
Aalim Muhammed Salegh College of Engineering  
Muthapudupet, Avadi-I.A.F, Chennai-600055.  
Respected Sir,

Sub: Request for arrangement of bus and amount sanction for an industrial visit towards MADRAS ATOMIC POWER STATION on 28- March-2015(Saturday) to take 3<sup>rd</sup> year 'A' & 'B' Section Students (Batch:2012-2016) – Reg.,

It makes an immense pleasure for us in aid to bring for your kind notice that MADRAS ATOMIC POWER STATION, Kalpakkam has agreed to allow 87 students(in total) of 3<sup>rd</sup> year B.E.-CSE both sections (Batch: 2012-2016) to visit their facility on 28- March-2015(Saturday). So, I kindly request you to please give permission for this industrial visit and also to provide arrangement of 2 buses on that day of visit. I kindly request you to please sanction that amount listed below to manage the expenses towards this industrial visit.

Amount Requested:

1. Food (Rs.) (Breakfast –Rs.50 per head)
2. NHAI Toll Gate & Check Post

: 5000

: 5000

TOTAL AMOUNT REQUESTED

Rs. 10000 (Rupees Ten thousand only)

Hence, I kindly request you to sanction the amount Rs. 10000(Rupees Ten thousand only) for the above said industrial visit.

I also kindly request you to give permission to ARRANGE 2 (TWO) BUSES ON 28- March-2015(Saturday) in aid to complete this industrial visit successfully.

Thanking you,

Yours Faithfully,

V. Saranya 18/3/15  
HOD / CSE

Approved / Accounts Section.



Principal  
AALIM MUHAMMED SALEGH  
COLLEGE OF ENGINEERING  
AVADI - IAF, MUTHAPUDUPET  
CHENNAI 600 055.

Date: 27/3/2017

From  
Dr.C.M Velu  
Head of the Department,  
Department of Computer science and Engineering,  
Aalim Muhammed Salegh College of Engineering,  
Avadi-IAF,Chennai-55.

To  
The Principal,  
Aalim Muhammed Salegh College of Engineering,  
Avadi-IAF,Chennai-55.

Respected sir,

**Sub: Requisition to sanction advance money to attend HACKATHON-2017 at New Delhi -reg.**

We would like to inform you that our students of 3<sup>rd</sup> year(Batch:2014-2018) Department of computer science and engineering have been selected in the HACKATHON event 2017 which is likely to be held on 01-04-2017 & 02-04-2017 (2 days) at New Delhi for which the Central Government of India will provide accommodation and food for the participants (6 students + 2 teacher escorts = 8 members). The journey starts by 28.03.2017 and we reach Chennai by 05.04.2017 (9 days). So I kindly request you to sanction the advance amount of **32,000 (Rs. Thirty Two Thousand Only)** which will help us to meet mandatory expenses in our journey from Chennai to New Delhi and New Delhi to Chennai. I request you to sanction the same. The Expenditure classification is as follows:

Travelling days + Travelling expense (Personal) : 4 days  
Personal lodging : 2 days  
Personal food : 7 days

The Participants with teacher escorts are as follows :

**Students Participants:**

Sl.no	Name	Register Number	Year /Section
1	K.H.Mohamed Aadhil	110114104038	III / A
2	A.M.Anees Ahamed	110114104010	III / A
3	H.Najumal	110114104050	III / A
4	S. Aashif Hussain	110114104002	III / A
5	R.Mohan Raj	110114104047	III / B
6	K.J.Mohamed Aashik	110114104040	III / A

**Mentors:**

1. Mr. M.Mohamed Iqbal., AP/CSE
2. Mr. M.Mohideen Abdulkader., AP/CSE

Thanking you,

Yours faithfully,

*(Signature)*

(Dr.C.M.Velu)

Computer Science & Engineering  
Aalim Muhammed Salegh  
College of Engineering

Forwarded to D.O. Sir

Kindly do the Needful Sir

In all probabilities amount

will be refunded to them by the Gardenalls on 02/04/2018 Evening

*32,000/-*  
*OK*  
*Q. Manick*  
*27/3/17*