

From,

.....

Christ College Puliyanmala

Date:.....

To,

The principal

Christ College Puliyanmala

Kattappana

Subject: Permission for Industrial visit/Study tour.

Respected Father,

We are planning to conduct an industrial visit/study tour on(Date) to

.....

.....(Place).We wish to leave the campus by

.....(Time) on(Date)and will be back

on.....at.....(Time). We request you to grant permission for the

same.The following parents and teachers are accompanying us

Faculty Members

Parents *(1 Father and 1 Mother, write student's name in brackets)*

1) 1)

2) 2)

YOURS FAITHFULLY,

Name and Signature of the Class Representatives:.....

Name and Signature of the Class Teachers:.....

Documents to be attached:

1. Copy of letter to Collector office and copy to Vandanmedu Police Station
2. Copy of List of students, accompanying teachers and parents with their age and contact number
3. Copy of Tour Package Agreement
4. Copy of the Details of Tour operator/s with name and contact number
5. Schedule of the Tour
6. Parents Concern Form

I hear by declare that the submitted letter and documents are verified.

The entire details of tour package are communicated to PTA President and Vice President.....

Batch coordinator
(Name)

HOD
(Name)

Principal
(Name)



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

Details of Tour

Operators Name :
Contact no :
Drivers' Name :
Contact no :
Cost per head :
Total Expenditure :
No of Complementary :

Signature of the Batch coordinator
(Name)

Signature of the HOD
(Name)



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

Schedule of the Tour

Day I

Time - Departure from the College

Day II

Day III

Time - Arrival

Signature of the Batch coordinator
(Name)

Signature of the HOD
(Name)



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

Food Menu

Morning:

Meal:

Night:

Name and Signature of the Batch coordinator



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

Date: 00/00/000

From,
The Principal
Christ College
Puliyanmala

To,
The District Collector
Collectorate
Civil Station
Painavu, Idukki

Sir,

Sub: - Christ College Kattappana – INDUSTRIAL VISIT/ STUDY TOUR of the(First /Second /Third) Year Students of the College – information furnishing of regarding.

I am pleased to inform you that the**(Course)**(First /Second /Third) **year students (20.... – 20....Batch)** of this college is conducting a Industrial Visit with the permission of their parents to(Place) on(Date). They will commence their journey at(Time) on(Date) and will return on(Date) at(Time). The tour is arranged through an agency and the details such as the name of the programme conductor, participating students, accompanying parents and teachers and name of the college principal etc are furnished in the appended list. This is for your kind information and further necessary action.

Thanking You

Yours faithfully

**Principal
(Name)
9946944499**

Copy to
The Sub-Inspector of Police,
Vandanmedu Police Station



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

TO WHOMSOEVER IT MAY CONCERN

I am pleased to inform you that the**(Course)** (First /Second /Third) **year students (20.... – 20.... Batch)** of this college is conducting a Industrial Visit/Study Tour as part of their curriculum, on(Date). They are very eager to visit Institutions and tourist spots. Hence I request your good self to grant permission to visit the same. A detailed list of students is furnished in the appended list.

Thanking you,

Yours faith fully

Principal
(Name)
(Mobile Number)



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
 MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

Details of Principal and Personnel Accompanying the students

Name of the Principal	Principal Contact Number: 9946944499 04868 270 400		Christ College, Puliyanmala, Kattappana
<i>Name of Accompanying Teachers</i>			
Name	Designation	Age	Mobile
<i>Name of Accompanying Parents</i>			
Name	Address	Age	Mobile

**Principal
(Name)**



CHRIST COLLEGE
PULIYANMALA, KATTAPPANA
MANAGED BY CMI FATHERS

04868 270400, 99 46 944 499
www.christcollegekattappana.org
christcollegekattappana@gmail.com

LIST OF STUDENTS

Sl. No	Name	Age	Mobile	ID Card No:

Principal
Name
Mobile Number

From,

.....
.....
.....

To,

പ്രിൻസിപ്പാൾ
ക്രൈസ്റ്റ് കോളേജ്
പുളിയൻമല, കട്ടപ്പന

സർ,

ക്രൈസ്റ്റ് കോളേജ് 20...- 20... അദ്ധ്യയനവർഷത്തിലെ(ഒന്നാം/രണ്ടാം/മൂന്നാം) വർഷ(കോഴ്സ്) ബിരുദ വിദ്യാർത്ഥികളുടെ പാഠ്യപദ്ധതിയുടെ ഭാഗമായിമാസം തീയതി,..... എന്നിവിടങ്ങളിലേക്കുള്ള ദിവസത്തെ പഠനയാത്രക്ക് എന്റെ മകൻ/ മകൾ (പേര്) നെ അയയ്ക്കുന്നതിനു എനിക്കു പരിപൂർണ്ണസമ്മതമാണ്. എന്റെ മകൻ/മകൾ ക്ക് യാതൊരുവിധ ആരോഗ്യ പ്രശ്നങ്ങളും ഇല്ല എന്ന് ഞാൻ സാക്ഷ്യപ്പെടുത്തുന്നു. ഇതു സംബന്ധമായി അധികൃതർ സ്വീകരിക്കുന്ന എല്ലാ നിബന്ധനകളും എന്റെ മകൻ/മകൾ പാലിക്കുന്നതാണ്.

എന്ന് രക്ഷകർത്താക്കൾ

പിതാവിന്റെ പേര്:

.....

മാതാവിന്റെ പേര്:

.....

ഒപ്പ്:.....

ഒപ്പ്:.....

മൊബൈൽ:.....

മൊബൈൽ:.....

വിദ്യാർത്ഥിയുടെ പേര്:

ഒപ്പ്:.....

മൊബൈൽ:

യാത്രാ ചിലവ് മാസം തീയതിക്കു മുമ്പായി ക്ലാസ് ടീച്ചറിനെ ഏൽപ്പിക്കേ താണ്.