

How to apply for recommendation letter:

To get recommendation letter from TPO, students need to write an application to TPO, GCE Gaya through HOD. The application letter should be forwarded and approved by HOD. The following information should be mentioned in the letter:

1. Name of the Student (in Capital letter)
2. Roll & Registration number, Branch, email-id, contact number of the student should be written clearly.
3. Name of the company where you want to do internship.
4. If you are planning to do internship from same company/organization, then you may write single application in a group (Maximum 8 students) of the same branch.

The application letter forwarded and approved by HOD should be physically submitted at T&P Cell, GCE Gaya.

Details of companies for Internship and Industrial Training are available in TPO Cell. You will be informed details during discussion.

Date and time for discussion with TPO	Branch including students from Lateral entry	Batch/semester
09/03/2022 (11 am)	EEE	2020-24 (3 rd Sem including LE)
10/03/2022 (10:30 am)	CE	2020-24 (3 rd Sem including LE)
11/03/2022 (11 am)	ME	2020-24 (3 rd Sem including LE)

For CSE branch students can do internship/industrial training through online mode, for example, from Internshala and there is no need of recommendation letter. However, students should take permission from TPO and HOD through email (tpo@gcegaya.ac.in)/application letter. If any CSE student need recommendation letter, then they need to submit forwarded and approved application letter physically to TPO Cell GCE Gaya on 12/03/2022 from 11 am-2:30 pm.