



# A J INSTITUTE OF ENGINEERING AND TECHNOLOGY

NH-66, Kottara Chowki, Mangaluru -575006, Karnataka, INDIA

A Unit of Laxmi Memorial Education Trust®

(Approved by AICTE, New Delhi. Affiliated to Visveswaraya Technological University, Belagavi)

## Language & Proficiency Club

DATE:31-10-2022

To

The Principal

AJIET, Mangalore

Subject: Request for Permission to conduct talk titled "Connect and Communicate: A Public Speaking and Listening Program for First-Year Students".

Respected Sir,


I am writing on behalf of the Language & Proficiency Club to seek your gracious permission to organize a talk titled "Connect and Communicate: A Public Speaking and Listening Skills" programme.

Details of the proposed training are as follows:

- **Date:** 03/11/2022
- **Timings:** 10:00am-12:00pm
- **Venue:** AJIET

Your approval will significantly benefit our students.

Warm regards,

  
Coordinator  
Language & Proficiency Club, AJIET



  
Principal  
A.J. Institute of Engineering & Technology  
Mangaluru - 575 006

E-mail: [ajenggcollege@gmail.com](mailto:ajenggcollege@gmail.com), Web: <https://www.ajiet.edu.in>