

< College letter head >

Date: xx/Month/2021

To,

The Director,  
AICTE Training and Learning (ATAL) Academies,  
All India Council for Technical Education, New Delhi.

**Sub: Consent to organize <online/face to face> AICTE Training and Learning (ATAL) FDP at <institute name>**

Dear Sir,

I am pleased to consent to organize an **AICTE Training and Learning (ATAL) FDP** at our institute on <title of FDP> from <dd/mm/yyyy> to <dd/mm/yyyy>. The proposed FDP, if approved, will be coordinated by <name of coordinator>.

This is also confirmed that maximum 5 best proposals are being consented from this institute as maximum 5 proposal are allowed for a year

Sincerely,

< Head of institution's Name >

<Sign>

< Stamp >

**Note: One Coordinator may apply one elementary and one advance FDP on same Title and one Organization can apply maximum 5 proposals which include elementary and advance both**