



**Form 2**

**Acceptance form for organizing Short Term Course**

1. With reference to the Approval Letter (CET/QIP/2017-18/\_\_\_\_\_), we hereby accept coordinating STC titled \_\_\_\_\_  
Schedule from \_\_\_\_\_ to \_\_\_\_\_ under QIP.
2. URL of the webpage of our QIP event, which is linked to our Department/Centre's website is:  
\_\_\_\_\_

We are fully conversant with the 'Guidelines' put up on the CET website regarding conduct of the STC. We will execute the STC strictly adhering to QIP & Institute guidelines. We will submit financial report/attendance sheet/Principal Faculty's report/feedback/ proceedings etc. as per the norms and guidelines within 30 days after the completion of the STC.

**Forwarded:**

(1)

(2)

Signature of Principal Faculty & Co-Principal Faculty

Name (1): \_\_\_\_\_

Name (2): \_\_\_\_\_

Date: \_\_\_\_\_

Signature of HOD/HOC

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**For use at QIP office**

The link is up on CET/QIP website.

Signature (QIP office)

Date: \_\_\_\_\_

Coordinator QIP (Head CET)

Date: \_\_\_\_\_