

**IQAC/2018/08-A**

Shree Santkrupa Shikshan Sanstha’s

**Shree Santkrupa Institute of Engineering and Technology**

Ghogaon (Shivajinagar), Tal-karad, Dist-Satara

**Date-**\_\_/\_\_/20\_\_

**Interdepartmental Resource/s Sharing requirement**

To,

The HOD

\_\_\_\_\_\_\_\_Dept.,

SIET Ghogaon.

**Sub**-Requirement of resource/s sharing of your department for A.Y. 20\_\_\_-\_\_\_(SEM-\_\_\_)

Dear Sir/Madam,

With reference to above subject, as per the following details, the resource/s of your department is/are required to be shared for our department.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.**  **No.** | **Name of Resource/s**  **(Lab/class rooms/Tutorial rooms/Seminar Hall or any other equipment)** | **For the Subject/Programme**  **(Year, Subject Name)** | **Semester** | **Date and Total Load in Hours** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

Kindly do the needful and respond accordingly.

Thanking You

Yours Truly,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOD (\_\_\_\_\_\_\_\_\_Department)