



AFFILIATED TO UNIVERSITY OF MUMBAI - NAAC REACCREDITED - 'A' GRADE

## Appendix II

## Letter of Recommendation

Date:

To

ICMR - NIRRH

J.M. Street, Parel,  
Mumbai 400 012

**Subject:** Request for On-the-job training/Internship opportunity for undergraduate / postgraduate student

Dear Madam/Sir,

We at SIES College of Arts, Science and Commerce (Empowered Autonomous), Sion (West), Mumbai, are writing to you for establishing an internship program with your esteemed organization.

Under the New Education Policy-2020, undergraduate and postgraduate students are required to undertake a mandatory component of 120 hours (04-06 weeks) of On-the-Job Training that will provide them valuable practical and professional experience that complements their academic learning. We believe that this collaboration would be mutually beneficial, providing our students with invaluable experience while allowing your organization to benefit from their fresh perspectives and enthusiastic contribution.

We recommend our following bona fide student for on-the-job training/internship at your organization.

Name	Roll No.	Academic Year	Class	Department
Ms. Samiksha Naiksatam	FMBCH2526032	2025-2026	M.Sc.-I	Biochemistry.

We would be grateful for the internship opportunity provided by your organization.

Attached is the resume of the student for your kind perusal.

Signature of Head of the Department

Name *Dr. Deepali Kothekar*Email id *deepalik@sies.edu.in*

Head Dept. of Biochemistry  
SIES COLLEGE OF ARTS, SCIENCE &  
COMMERCE, Sion (West), Mumbai-400022



Principal