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| Sant Longowal Institute of Engineering and Technology logo.jpg | SANT LONGOWAL INSTITUTE OF ENGG. & TECH. LONGOWAL  **DEEMED UNIVERSITY, UNDER MHRD, GOVT. OF INDIA**  **DEPARTMENT OF TRAINING & PLACEMENT** |

**MONTHLY REPORT**

**(To be submitted by PR’s of respective department)**

1. Name of Departmet:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Meeting conducted by whom (in department)

(TPO/FPC/FTC/Any other), please provide the name & designation of respective faculty member

Name & Designation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Schedule of Meeting:

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| **DATE** | **TIME** | **VENUE** |
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1. Main points of Discussion:

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1. Next course of action (please provide in brief):

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1. Any other suggestion:

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1. Your contribution in this month:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Submitted by**

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of PR:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Regd.No.\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Submitted to**

Office of

Head,

Department of Training and Placement,

SLIET, Longowal

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