From	D	ate:	
To Dean (Academic) National Institute of Technology, Tiruchirappalli - 15. Through: The Head of the Department			
Sir,			
Sub: M.S (By Research) / Ph.D. Joining Report – Reg.			
Ref: Your admission letter No	dated		
With reference to your letter cited, I hereby join the M.S (By time / Part-time (Internal / External)] programme in the Department of		_	_at
Technology, Tiruchirappalli - 15 on	_		
Thanking You,			
Yours faithfully,			
(Signature)			
Forwarded			
(Head of the Department)			