

To,

The Internship Coordinator,

MITS Gwalior, M.P.

Department of C-IoT,

Subject: Undertaking regarding delay in submission of internship completion certificate

Respected Sir/Madam,

My name is Harsh Baghel, a student of EE-IoT 4th Yr, would like to inform you that I am currently pursuing my internship at **DRDE (Defence Research and Development Establishment)**, which is scheduled to be completed on **31st May 2025**.

However, due to unavoidable circumstances, the Head of my department at DRDE, who is responsible for issuing the internship completion certificate, is currently out of station and will be returning on **2nd June 2025**. Therefore, I will be able to collect and submit the official internship certificate **after 2nd June 2025**.

I assure you that my internship will be duly completed on time, and I will submit all required documents, including the completion certificate, at the earliest possible date after receiving it.

I kindly request you to consider this as an official undertaking and allow me to submit the certificate after the mentioned date.

Thank you for your understanding and support.

Sincerely,

Harsh Baghel



Signature

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IoT 4th Yr

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Date: 28/05/2025