

Sample Renomination Letter On Letter Head

Date: DD/MM/YYYY

To

Assistant Innovation Director
NISP Implementation Team,
Ministry of Education's Innovation Cell,
AICTE, New Delhi.

Subject: Letter of Re-nomination for <name of nominated faculty>, <designation>,
<department> to implement National Innovation and Startup Policy (NISP) at our institute.

Sir/ Madam,

Following senior faculty from <name of your institute>, <city> is re-nominated for the continuing implementation of NISP at our institute. The re-nominated faculty will coordinate with MoE's Innovation Cell for activities/communications related to NISP implementation at their institute in consultation with the head of institute or appropriate competent authority.

Name of re-nominated faculty :
Designation :
Email id :
Mobile Number :
Reason for re-nomination :

Details of faculty earlier nominated by the institute are,

Name of earlier nominated faculty:
Designation :
Email id :
Mobile Number :

Warm regards,

<Signature with Institute seal>

<Name of Head of Institute/ Competent Authority of Institute>

<Designation>

<Email ID>

<Contact Number>

<Institute Name>, <City>, <State>

<AISHE Code of Institute>

*Filled-in letter signed and sealed by the head of the institute or appropriate competent authority of the Institute/University needs to be submitted. In case the letter is found to be incomplete, the faculty re-nomination will not be considered.