

BEJOY NARAYAN MAHAVIDYALAYA

(GOVT. SPONSORED)

P.O.- ITACHUNA, (HOOGHLY), PIN - 712147

Telegraph Office - KHANYAN [E. R.]

email ID : bnmv2012@yahoo.in Website : www.bnmahavidyalaya.org



Ref. No.

Date

To
Mr. Gopen Chattopadhyay
Senior Member, Alumni Association
Bejoy Narayan Mahavidyalaya

Date: 03.04.2017

Sub: Request for curriculum for a Certificate course on Personality Development

Sir,

On behalf of Bejoy Narayan Mahavidyalaya, I would like to express our heartfelt appreciation for your continuous efforts in encouraging our students to embrace moral values and strive towards the mission and vision of our college. Your unwavering commitment to fostering the holistic development of our students is truly commendable. The Integrated Personality Development (IPD) sessions you have been conducting here have made a significant impact on their personal growth.

In light of the success and positive outcomes achieved through your current teaching approach, we would like to make a request. We believe that the subject of Integrated Personality Development can be further enhanced and taught more systematically to maximize its benefits for our students. Therefore, we kindly request you to make a curriculum for a **Certificate Course on Personality Development**. We trust your expertise in this area, and we value your perspective on how to structure and deliver the course effectively. The syllabus you create should encompass various aspects of personal growth. Your guidance in designing this certificate course on Personality Development will undoubtedly contribute to the overall growth and development of our students. Thank you once again for your invaluable contributions. We look forward to your response and the prospect of implementing this certificate course.

Warm regards,

(Dr. GOUTAM BIT)

GOPENDRA NARAYAN CHATTOPADHYAY
Chartered Accountant

Principal
Bejoy Narayan Mahavidyalaya
P.O.- Itachuna, Dt.- Hooghly.

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Ref. No.

Date

To

Mr. Gopen Chattopadhyay

Senior Member, Alumni Association

Bejoy Narayan Mahavidyalaya

Date: 28.04.2017

**Sub: Request for Consent for acting as the Instructor for the Certificate course on
Personality Development**

Sir,

We would like to express our sincere gratitude for your invaluable contribution in preparing the syllabus for the certificate course in Personality development at our college. We have received your response letter dated 25.04.2017 wherein you shared the curriculum, which you meticulously crafted for the Personality development certificate course. We are delighted to inform you that the syllabus has been highly appreciated by the relevant authorities and has been gladly accepted for implementation. Once again, we express our heartfelt appreciation for your unwavering support and the effort you have put into developing the syllabus for this course.

Now, with your consent, we would like to proceed with the necessary notifications for admissions to the certificate course in Personality development. We truly value your expertise and dedication in delivering these classes, and we have full confidence in your ability to provide a transformative learning experience to our students. Furthermore, please feel free to request any additional human resources or support that you may require for the successful implementation of the aforementioned course. We will provide you with the necessary assistance to ensure the overall growth of our students. We believe that this course will significantly contribute to the personal and professional development of our students, empowering them with essential skills and qualities for their future endeavors. Thank you for your continued dedication to our institution. We eagerly anticipate your consent to proceed with the admission notifications and the commencement of the course.

Warm regards,

(Dr. GOUTAM BIT)

GOPENDRA NARAYAN CHATTOPADHYAY
Chartered Accountant

Principal,
Bejoy Narayan Mahavidyalaya,
P.O.- Itachuna, Dt.- Hooghly.



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Senior Member, Alumni Association
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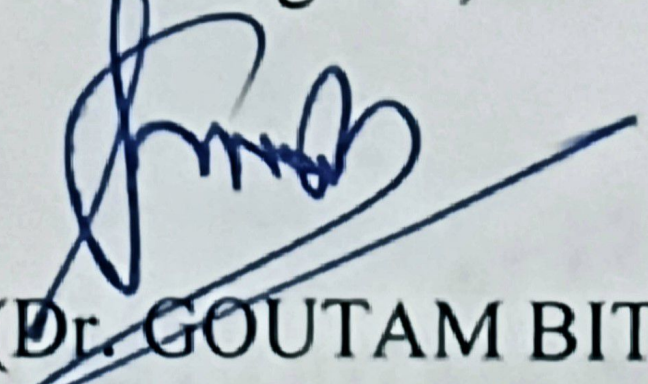
Date: 19-05-2017

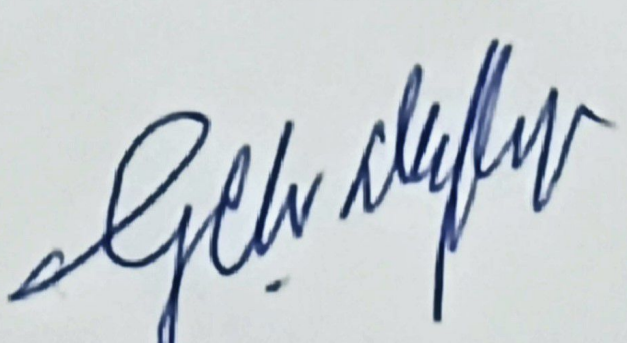
Sub: Request to start the classes for the Certificate course on Personality Development

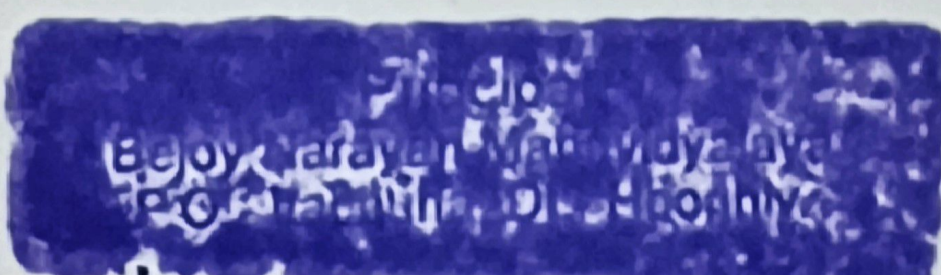
Sir,

This is to inform you that following your consent regarding admission to the Certificate course on Personality Development, the necessary notifications have been made, and a substantial number of students have enrolled in the program. In light of this, we kindly request that you begin delivering the curriculum you prepared for this certificate course, from the upcoming academic session. The knowledge and expertise you possess in this field will undoubtedly enrich the learning experience of our students. We appreciate your commitment to their development and are confident that your guidance will have a lasting impact on their personal and professional growth. To facilitate the proper maintenance of records, we will provide you with the admission register and attendance register on 24.05.2017. These registers will enable you to keep track of student admissions and attendance. Please ensure their accurate maintenance, as these records are vital for maintaining the records. Once again, we extend our deepest appreciation for your dedication and contribution to Bejoy Narayan Mahavidyalaya. Your commitment to imparting valuable knowledge and shaping the lives of our students is highly commendable and we thank you once again for the same.

Warm regards,


(Dr. GOUTAM BIT)


GOPENDRA NARAYAN CHATTOPADHYAY
Chartered Accountant



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