

To

The Head of the Department  
Electrical and Electronics Engineering  
GNITS

SUB: Request for attendance during Internship  
Respected sir,

I am A. Sai Manisha (18251A0261) of 4<sup>th</sup> year,  
EEE-B, Gnits. have been placed in Medtronic  
company for an internship from Mar 3<sup>rd</sup> 2022  
to July 2<sup>nd</sup> 2022.

So, I kindly request you to grant me  
attendance during my internship period

Date: 22-02-2022

Place: Hyderabad

Thanking you  
yours sincerely,  
A. Sai Manisha.

~~AS~~  
22/2/22

To the concern faculty  
to provide the attendance

TO  
Mrs. Jayarama  
B.K.N.R.

AS  
22/2/22

# Medtronic

Medtronic Engineering and Innovation Center Pvt. Ltd.

CIN: L27100TG2011PTC024523  
4th Floor, Block-1, BSR IT/ITES SEZ,  
Napakramguda Village,  
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Telangana, INDIA.

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[www.medtronic.com](http://www.medtronic.com)

Feb 21, 2022

Asara Sai Manisha  
B. Tech  
G. Narayanamma Institute of Technology and Science  
Hyderabad

Dear Manisha,

**SUB: Internship with Medtronic Engineering and Innovation Centre Pvt Ltd.**

Further to your assessments & interviews with us, we would like to congratulate you on being selected for internship with **Medtronic Engineering and Innovation Centre Pvt Ltd – Neuroscience** based at **Hyderabad**. Your training is scheduled to start effective **2<sup>nd</sup> Mar'22** for a period of 4 months (**2<sup>nd</sup> Mar'22 – 1<sup>st</sup> July'22**).

Your internship will include training/orientation and focus primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you have learnt in your class so far.

The details on your project and your mentor/guide will be shared with you on the commencement of training via a separate email communication.

You will be eligible for receiving a consolidated stipend of **INR 40,000/-** per month during your internship.

During this period, you will be eligible to apply for the time-off. This is allocated as one leave per month and can be availed during the internship program. Any leaves taken more than the eligibility will be adjusted from the stipend.

In the event of mid-way exit from the Internship Program, this will subject to the claw back of the Stipend and any other form of expenditure undertaken by Medtronic on your Internship Program.

# Medtronic

Medtronic Engineering and Innovation Center Pvt. Ltd.

CIN: U73100TG2011PTC023213  
30th Floor, Block E-1, AFRITATES BLDG,  
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During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to Medtronic all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our disciplinary, performance and policies prohibiting discrimination & harassment.

By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program does not entitle you to an employment offer from Medtronic.

We look forward to welcoming you and wish you an enriching learning with us!

Sincerely,

**For Medtronic Engineering and Innovation Centre Pvt Ltd.**

Prasad Salvi

2022.02.21

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Prasad Salvi

Senior Manager – Human Resources