

UG

ETHIRAJ COLLEGE FOR WOMEN
DEPARTMENT OF CORPORATE SECRETARYSHIP(SS)
INSTITUTIONAL TRAINING

S.NO	REGISTER NO.	NAME
1	16-S302001	AARTHI K N
2	16-S302002	AFRAA SADIYAH S
3	16-S302003	ARTHY M
4	16-S302004	BAVADHARINI S
5	16-S302005	BHAVANI M
6	16-S302006	DEENA SHRI P
7	16-S302007	DIVYALAKSHMI A
8	16-S302008	DURGA S
9	16-S302009	GAYATHRI M
10	16-S302010	HARINI C
11	16-S302011	HEMA LATHA M
12	16-S302012	HINDHUMATHI A
13	16-S302013	JANANI J
14	16-S302014	JAYABHARATHI J
15	16-S302015	JAYANTHI M
16	16-S302016	JEEVITHA N
17	16-S302017	KAAVYA R
18	16-S302018	KEERTHANA M
19	16-S302019	KIRTHIKA S V
20	16-S302020	LAVANYA G
21	16-S302021	LOGESWARI T
22	16-S302022	MADHURAMBIKA R K
23	16-S302023	MEENAKSHI L
24	16-S302024	RAMYA J
25	16-S302025	SANGEETHA G
26	16-S302026	SHALINI K
27	16-S302027	SHAMMINI B
28	16-S302028	SHORNAMBIKA T R
29	16-S302029	SUBHASHINI S
30	16-S302030	SUVEYDHA R
31	16-S302031	SWATHY S
32	16-S302032	SWETHA B
33	16-S302033	TAMILSELVI K P
34	16-S302034	THIRUPPAVAI L
35	16-S302035	VAISHNAVI H
36	16-S302036	VEDHAVALLI S
37	16-S302037	VIDHYA LAKSHMI M
38	16-S302038	YAMUNA P
39	16-S302039	YUVASHREE G
40	16-S302040	GAYATHRI K V
41	16-S302041	GITIKA GOLECHA D
42	16-S302042	SOWMYA J
43	16-S302043	TUSHINA D MANU
44	16-S302045	AISHWARYA G
45	16-S302046	CHITRA M

46	16-S302047	HARINI R
47	16-S302048	KEERTHANA S
48	16-S302049	LOGESWARI U
49	16-S302050	NITHYALAKSHMI M
50	16-S302051	RASIKA VISWANATH
51	16-S302052	RESHMA R
52	16-S302053	ROHINI M
53	16-S302054	SINDHUKANYA P S
54	16-S302055	AATHIRA R
55	16-S302056	APARNA DEV P K
56	16-S302057	AYEESHA AMREEN A
57	16-S302058	HALEEMA PARVEEN V S
58	16-S302059	JAYA SRI S N
59	16-S302060	KEERTHIKA U
60	16-S302061	KIRUTHIKA K
61	16-S302062	MOHIDEEN RAIHANA M
62	16-S302063	NIVEDHA K
63	16-S302065	PRIYADHARSHNE P
64	16-S302066	SANTHOSHINI R
65	16-S302067	SHOBARNICA M
66	16-S302068	VARNIKA VARADH

III-B

S.NO	REGISTER NO.	NAME OF THE STUDENT
1	16-S302069	ANUMIRA R
2	16-S302070	DHANALAKSHMLA
3	16-S302071	DHANALAKSHMI P
4	16-S302072	DIVYA M
5	16-S302073	DIVYA R
6	16-S302074	DURGA S
7	16-S302075	ELLARI GLORY D
8	16-S302076	HARITHA B
9	16-S302077	HARSHINI V
10	16-S302078	HEMAVATHY L
11	16-S302079	ISHWARIYA N
12	16-S302080	ISHWARYA G
13	16-S302081	JANANI B
14	16-S302082	KARTHI JAYAPRIYA M
15	16-S302083	KARTHIKA E
16	16-S302084	KEERTHANA B
17	16-S302085	KEERTHANA V
18	16-S302086	MADHU MIRA P
19	16-S302087	MADHU MITHA M
20	16-S302088	MADHU MITHA V
21	16-S302089	MANISHA SRINEE K B
22	16-S302090	NANDINI R
23	16-S302091	NIMESHKA S
24	16-S302092	NITHYA SHREE M
25	16-S302093	PREETHA S
26	16-S302094	PREETHI R G

27	16-S302095	PRITHI.B
28	16-S302096	PRIYA.P
29	16-S302097	PRIYA DHARSHINI.B
30	16-S302098	PRIYA DHARSHINI.P
31	16-S302099	PRIYANKA.A
32	16-S302100	RAMYA.K
33	16-S302101	RANJITHA.B
34	16-S302102	ROSELIND CINDRALLA.M
35	16-S302103	SANDHYA.B.MENON
36	16-S302104	SHAINILA.K
37	16-S302105	SHANMUGA PRIYA.S
38	16-S302106	SRI SWASINI PRIYA.R
39	16-S302107	SUBALAKSHMI.S
40	16-S302108	SUMALATHA DEVI.B
41	16-S302109	VAGULA MALIKHA .B
42	16-S302110	VARSHA.K
43	16-S302111	VISHNPRIYA RAGUNATHAN
44	16-S302112	DEVARANIS
45	16-S302113	LAKSHMI SHREE .J
46	16-S302114	SREE HARINI.R
47	16-S302115	AKSHARAA.S
48	16-S302116	BADHRA.R
49	16-S302117	HEMAMALINI.M
50	16-S302118	JEYA HARSHINI.M.B
51	16-S302119	KEERTHANA.V
52	16-S302120	MODUGUMUDI DEEPIKA
53	16-S302121	MRITHIKAA.V
54	16-S302122	SANDHYA.N
55	16-S302123	SANJANA.S
56	16-S302124	SANJU SIRIVE.M
57	16-S302125	SAPNA.M
58	16-S302126	THUGITHA.J
59	16-S302127	VAISHNAVI.R.V
60	16-S302128	VARSHINI.V
61	16-S302129	DIVYA SHREE.M
62	16-S302130	GOMATHI.J
63	16-S302131	MONISHA.M
64	16-S302132	MONISHA.NA
65	16-S302133	PRIYADHARSHINI.S
66	16-S302134	PRIYADHARSINI.R
67	16-S302135	SRUTHI.V.P
68	16-S302136	VINITHRA.S
69	16-S302137	LAKSHMI PRIYA R

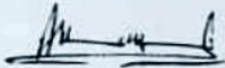
May 31, 2018

CERTIFICATE

This is to certify that **Ms.K.N.Aarthi** a student of Corporate Secretaryship Department of Ethiraj College for Women, Chennai had undergone Institutional Training in our company from May 2, 2018 to May 31, 2018.

During her training she was exposed to the practical aspects of Office Management and Secretarial Practice.

for THE K C P LIMITED



(Dr.A.V.SIVARAMA PRASAD)
Executive President - HRD & S



Tamil Nadu Newsprint and Papers Limited

(A Govt. of Tamil Nadu Enterprise)

Regd. Office : 67, Mount Road, Guindy, Chennai 600 032 Phone : (91) (044) 22301094-97, 22354415-16 & 18

Fax : 22350834 & 22354614 Web : www.tnpl.com Email : response@tnpl.co.in, export@tnpl.co.in

TNPL - The Corporate Identity Number : L22121TN1979PLC007799

HR/Training/18

May 31, 2018

CERTIFICATE

This is to certify that **Ms. S. AFRAA SADIYAH** studying B.Com (CS) in Ethiraj College for Women (Autonomous), Chennai has undergone Institutional Training in "**Secretarial Department**" at our Corporate Office from 02/05/2018 to 31/05/2018.

During her association with the company, she was eager to learn and was sincere to her assignment.

We wish her all success.



MANAGER (HR)



TI CYCLES OF INDIA

(Division of Tube Investments of India Ltd.)

Post Bag No.5, C.T.H. Road, Ambattur, Chennai - 600 053, India

Tel: +91-44-42093434 Fax: +91-44-42093344

Website: www.trackandtrail.in

CIN: L35921TN1949PLC002905

31st May 2018

CERTIFICATE

This is to certify that Ms. M. Arthy, B.Com- C.S, Reg. No.16- 5302003, Ethiraj College for women, Chennai, has successfully completed her Internship training in our organization from 02nd May 2018 to 31st May 2018.

During the above period she was found to be sincere and her performance was good. I wish her all success and all the best.

For T I CYCLES OF INDIA

K. Goudhaman
Plant HR Head- South



murugappa



Tube Products of India

*is a Unit of Tube Investments of India Ltd
Formerly Known as TI Financial Holdings Limited*
Post Box No. 4 & 18, CTH Road, Avadi,
Chennai 600 054, India
Tel: 91 44 42291999
Fax: 91 44 42291990/42291991/42291992
Website: www.tubeproductsindia.com
GST IN : 33AADCT1398N1ZK
CIN : L35100TN2006PLC069496

Date: 13-06-2018

CERTIFICATE

This is to certify that Ms. BAVADHARINI S (Reg No.STU16-S302004), B.COM CORPORATE SECRETARYSHIP student of ETHIRAJ COLLEGE FOR WOMEN , Chennai-600008 has undergone Internship Training in our Organisation from 2nd May 2018 to 31st may 2018 .

We wish her all the best for her future endeavour.

For Tube Products of India


JOSEPH PREMRAJ
ASSOCIATE VICE PRESIDENT - HR



Regd. Office: Tamil House
234 N.S.C. Bose Road,
Chennai 600 001,
Tel: 91 44 421 2270-75


May 31, 2018

CERTIFICATE

This is to certify that **Ms.M.Bhavani**, a student of Corporate Secretaryship Department of Ethiraj College for Women, Chennai had undergone Institutional Training in our company from May 2, 2018 to May 31, 2018.

During her training she was exposed to the practical aspects of Office Management and Secretarial Practice.

for THE K C P LIMITED



(Dr.A.V.SIVARAMA PRASAD)
Executive President - HRD & S

CIN : L65991TN1941PLC001128



TI CYCLES OF INDIA

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Website : www.trackandtrail.in

CIN : L35921TN1949PLC002905

31st May 2018

CERTIFICATE

This is to certify that Ms. P. Deena shri, B.Com- C.S, Reg. No.16-5302006, Ethiraj College for women, Chennai, has successfully completed her Internship training in our organization from 02nd May 2018 to 31st May 2018.

During the above period she was found to be sincere and her performance was good. I wish her all success and all the best.

For **TI CYCLES OF INDIA**

K. Goudhaman
Plant HR Head- South



murugappa

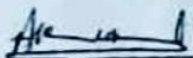
May 31, 2018

CERTIFICATE

This is to certify that **Ms. Divya Lakshmi A.** a student of Corporate Secretaryship Department of Ethiraj College for Women, Chennai had undergone Institutional Training in our company from May 2, 2018 to May 31, 2018.

During her training she was exposed to the practical aspects of Office Management and Secretarial Practice.

for THE K C P LIMITED



(Dr. A. V. SIVARAMA PRASAD)
Executive President - HRD & S

CIN : L65991TN1941PLC001128

July 25, 2018

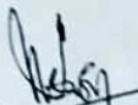
CERTIFICATE

This is to certify that Ms.S.Durga (Reg.No.S1080CORPUG16) B.com (Corporate Secretaryship) student of Ethiraj College For Women, Chennai- 600008 has successfully completed Administrative / Secretarial Training in our Organization from 2nd May'18 to 31st May'18.

The above training was done as part fulfillment of her academics.

We wish her all success in her future endeavors.

For Indo National Limited



Mathew Gunaseelan T A
Associate Vice President - HR



Tamil Nadu Newsprint and Papers Limited

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Regd. Office : 67, Mount Road, Guindy, Chennai 600 032 Phone : (91) (044) 22301094-97, 22354415-16 & 18

Fax : 22350834 & 22354614 Web : www.tnpl.com Email : response@tnpl.co.in, export@tnpl.co.in

TNPL - The Corporate Identity Number : L22121TN1979PLC007799

HR/Training/18

May 31, 2018

CERTIFICATE

This is to certify that **Ms. M. GAYATHRI** studying B.Com (CS) in Ethiraj College for Women (Autonomous), Chennai has undergone Institutional Training in "**Secretarial Department**" at our Corporate Office from 02/05/2018 to 31/05/2018.

During her association with the company, she was eager to learn and was sincere to her assignment.

We wish her all success.


for MANAGER (HR)





TI CYCLES OF INDIA

(Division of Tube Investments of India Ltd)

Post Bag No.5, C.T.H. Road, Ambattur, Chennai - 600 053, India

Tel: +91-44-42093434 Fax: +91-44-42093344

Website : www.bsahercules.com

CI Number L35921TN1949PLC002905

02nd June 2018

CERTIFICATE

This is to certify that Ms. C. Harini, B.Com - C.S, Reg. No.16-5302010, Third year student from Ethiraj College for women, Chennai, has successfully completed her Internship training in our organization from 2nd May 2018 to 31st May 2018.

During the above period she was found to be sincere and her performance was good. I wish her all success and all the best.

For **TI CYCLES OF INDIA**

A handwritten signature in black ink, appearing to read 'K. Goudhaman'.

K. Goudhaman
Plant HR Head- South



murugappa

27th July, 2018

TO WHOMSOEVER IT MAY CONCERN

It is to certify that **Ms Hemalatha M (Reg No. STU16-S302011)**, B.Com (Corporate Secretaryship) student of Ethiraj College has done her internship in Human Resource Department of Carborundum Universal Limited at our Thiruvottiyur Plant, Chennai from 2nd May 2018 to 30th May 2018

Her performance during this period was found to be good.

We wish her all success in her future endeavors.

For Carborundum Universal Limited



NS Bhagyaraj
Manager - HR





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TNPL - The Corporate Identity Number : L22121TN1979PLC007799

HR/Training/18

May 31, 2018

CERTIFICATE

This is to certify that **Ms. A. HINDHUMATHI** studying B.Com (CS) in Ethiraj College for Women (Autonomous), Chennai has undergone Institutional Training in "**Secretarial Department**" at our Corporate Office from 02/05/2018 to 31/05/2018.

During her association with the company, she was eager to learn and was sincere to her assignment.

We wish her all success.



[Handwritten Signature]
for MANAGER (HR)

ETA Star Property Developers Limited

CIN No.: U70102TN2005PLC064766

Regd Off : Chennai Citi Centre 4th floor, 10 & 11, Dr. Radhakrishnan Salai, Mylapore Chennai - 600 004.

Tel: + 91 - 44 - 4999 4999, 4999 4900, Fax : + 91 - 44 - 4357 7433

Email : chennai@etastar.co.in www.etastar.co.in

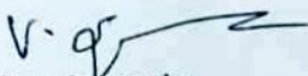
June 21, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms.J.Janani (Regn. No. STU16-S302013) Final Year B.Com (CS) Student of Ethiraj College for Women has successfully completed the Secretarial training in M/s.ETA Star Property Developers Ltd, Chennai in the Secretarial Department during the period 30.04.2018 to 29.05.2018.

Her commitment and dedication shown in completing the Project is excellent. We wish her success in all her future endeavours.

For ETA Star Property Developers Ltd.


V.Sivasubramanian
DGM - Company Secretary



TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. Jayabharthi.J pursuing II Year B.com., (C.S) Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department, Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.

(Signature)
DEPUTY COLLECTOR/
SENIOR MANAGER (PER. & ADMN.)



THE INDIA CEMENTS LIMITED

Corporate Office : Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
R.A. Puram, Chennai, 600 028. Phone : 044 - 2852 1526, 2857 2100
Fax : 044 - 2852 1247 Grams : INDCEMENT
CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. M Jayanthi (Reg No.16-S302015)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)

May 31, 2018

CERTIFICATE

This is to certify that **Ms.N.Jeevilha**, a student of Corporate Secretaryship Department of Ethiraj College for Women, Chennai had undergone Institutional Training in our company from May 2, 2018 to May 31, 2018.

During her training she was exposed to the practical aspects of Office Management and Secretarial Practice.

for THE K C P LIMITED



(Dr.A.V.SIVARAMA PRASAD)
Executive President - HRD & S

CIN : L65991TN1941PLC001128

Registered Office : "Ramakrishna Buildings", No. 2, Dr. P.V. Cherian Crescent, Egmore, Chennai - 600 008 INDIA

Post Box No. 6824 Tel : +91 - 44 - 6677 2600, Fax : +91 - 44 - 6677 2620

E-mail : corporate@kcp.co.in Website : www.kcp.co.in

TI CYCLES OF INDIA

(Division of Tube Investments of India Ltd.)
Post Bag No.5, C.T.H.Road, Ambattur, Chennai-600 053, India
Tel : +91-44-42093434 Fax : +91-44-42093344
Website : www.trackandtrail.in
CIN : U35100TN2008PLC069496

12th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Kaavya R (Roll No: 16-S302017), student of Second Year B.Com (Corporate Secretaryship) from Ethiraj College for Women, has completed her Internship in our Finance department from period 2nd May 2018 to 31st May 2018.

During the above period she showed interest to learn and acquired knowledge in respect of her area of specialization.

We wish her all the best in her future endeavours.

FOR TI CYCLES OF INDIA



Vasanth Babu
Manager- Human Resources





ASHOK LEYLAND

CERT No. HRD/T&D/03158
1st JUNE 2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that **Ms. M. KEERTHANA** of "ETHIRAJ COLLEGE FOR WOMEN" has done her PROJECT training titled as "ANALYSIS OF FINANCIAL STATEMENTS" at ASHOK LEYLAND Ltd, ENNORE, CHENNAI, from 02.05.2018 to 31.05.2018.

Her conduct and character during the period of training is found to be good.


T.L REX PETER

SENIOR MANAGER (L&D)



ASHOK LEYLAND LIMITED

Ennore, Chennai - 600 057, India t : +91 44 25759444 / 466 f : +91 44 25752273
Registered Office: No.1, Sardar Patel Road, Guindy, Chennai 600 032, India.
t : +91.44.2220 6000 f : +91.44.2220 6001, e : reachus@ashokleyland.com,
CIN: L34101TN1948PLC000105, www.ashokleyland.com

20th July, 2018**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that **Ms Kirthika SV (Reg No. STU16-S302019)**, B.Com (Corporate Secretaryship) student of Ethiraj College has done her internship in Human Resource Department of Carborundum Universal Limited at our Thiruvottiyur Plant, Chennai from 2nd May 2018 to 30th May 2018

Her performance during this period was found to be good.

We wish her all success in her future endeavors.

For Carborundum Universal Limited



NS Bhagyaraj

Manager - HR





ASHOK LEYLAND

CERT. No. HRD/T&D/03157
1st JUNE 2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that **Ms. G. LAVANYA** of "ETHIRAJ COLLEGE FOR WOMEN" has done her PROJECT training titled as "ANALYSIS OF FINANCIAL STATEMENTS" at **ASHOK LEYLAND Ltd, ENNORE, CHENNAI**, from 02.05.2018 to 31.05.2018.

Her conduct and character during the period of training is found to be good.


T.L REX PETER



SENIOR MANAGER (L&D)

ASHOK LEYLAND LIMITED

Ennore, Chennai – 600 057, India. t : +91 44 25759444 / 466 f : +91 44 25752273
Registered Office: No.1, Sardar Patel Road, Guindy, Chennai 600 032, India.
t : +91.44.2220 6000 f : +91.44.2220 6001, e : reachus@ashokleyland.com,
CIN: L34101TN1948PLC000105, www.ashokleyland.com



ASHOK LEYLAND

CERT. No: HRD/T&D/03227
26th JUNE 2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that **Ms. LOGESWARI** of "ETHIRAJ COLLEGE FOR WOMEN" has done her organization studies at ASHOK LEYLAND Ltd, ENNORE, CHENNAI, from 2.05.2018 to 31.06.2018.

Her conduct and character during the period of training is found to be good.

T.L. Rex Peter

T.L REX PETER

SENIOR MANAGER



ASHOK LEYLAND LIMITED

Ennore, Chennai - 600 057, India. t : +91 44 25759444 / 466 f : +91 44 25752273
Registered Office: No 1, Sardar Patel Road, Guindy, Chennai 600 032, India.
t : +91.44.2220 6000 f : +91.44.2220 6001, e : reachus@ashokleyland.com,
CIN: L34101TN1948PLC000105, www.ashokleyland.com



ETA Star Property Developers Limited

CIN No.: U70102TN2005PLC064766

Regd Off : Chennai Citi Centre 4th floor, 10 & 11, Dr. Radhakrishnan Salai, Mylapore Chennai - 600 004.

Tel : + 91 - 44 - 4999 4999, 4999 4900, Fax : + 91 - 44 - 4357 7433

Email : chennai@etastar.co.in www.etastar.co.in

June 21, 2018

TO WHOMSOEVER IT MAY CONCERN

*This is to certify that **Ms.R.K.Madurambika** (Regn. No. **STU16-S302022**) Final Year **B.Com (CS)** Student of **Ethiraj College for Women** has successfully completed the **Secretarial training** in **M/s.ETA Star Property Developers Ltd, Chennai** in the **Secretarial Department** during the period **30.04.2018 to 29.05.2018**.*

Her commitment and dedication shown in completing the Project is excellent. We wish her success in all her future endeavours.

For ETA Star Property Developers Ltd.



V.Sivasubramanian
DGM - Company Secretary

Ref: SEPC/Internship/2018

31.05.2018

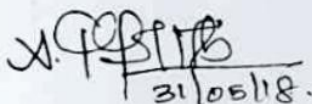
TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Miss. L. MEENAKSHI (Reg. No: 16-S302023)**, has successfully completed her Internship Training during the period from 02.05.2018 to 31.05.2018 in our Secretarial Department under the guidance of Mr.T.Sriraman, Manager - Secretarial, as a part of the curriculum.

During the Internship period, her conduct and performance were good with pleasing personality.

We wish Miss. L. Meenakshi, all the very best for her future endeavors.

For Shriram EPC Limited,


31/05/18.

A. Raphael Raj

Officer - HR & Admin

Shriram EPC Limited

1st Floor, 'Rajah Annamalai Building', No.18/3, Rukmani Lakshmi pathi Road,
Egmore, Chennai - 600 008, India. Ph : +91 44 4900 5555, Fax : +91 44 4900 5599 / 4269 2155
Regd. Office : 4th Floor, 'Sigapi Achi Building', No.18/3, Rukmani Lakshmi pathi Road,
Egmore, Chennai - 600 008. Ph : +91 44 4901 5678 Fax : +91 44 4901 5655
E-mail : info@shriramepc.com, website : www.shriramepc.com
CIN : L74210TN300010045157





ASHOK LEYLAND

TRAINING CERTIFICATE
ISSUED

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. J. RAMYA** of **TEHRAL COLLEGE FOR WOMEN** has done her **PROJECT** training titled as **"ANALYSIS OF FINANCIAL STATEMENTS"** at **ASHOK LEYLAND LTD. ENNORE, CHENNAI** from **02.05.2018** to **11.05.2018**



Her conduct and character during the period of training is found to be good.


T. REX P. IYER

SENIOR MANAGER (L&D)



TI CYCLES OF INDIA

(Division of Tube Investments of India Ltd)

Post Bag No.5, C.T.H. Road, Ambattur, Chennai - 600 053, India

Tel: +91-44-42093434 Fax: +91-44-42093344

Website: www.bsahercules.com

CI Number L35921TN1949PLC002905

02nd June 2018

CERTIFICATE

This is to certify that Ms. G. Sangeetha, B.Com - C.S, Reg. No.16-5302025, Third year student from Ethiraj College for women, Chennai, has successfully completed her Internship training in our organization from 2nd May 2018 to 31st May 2018.

During the above period she was found to be sincere and her performance was good. I wish her all success and all the best.

For **TI CYCLES OF INDIA**

A handwritten signature in black ink, appearing to read 'K. Goudhaman', with a horizontal line underneath.

K. Goudhaman
Plant HR Head- South





Tractors and Farm Equipment Limited
77, Nungambakkam High Road
Chennai - 600 034, Tamil Nadu, India
T: +91 44 6691 9000
F: +91 44 2826 0224
E: corporate@tafe.com
CIN No: U29129TN1960PLC004337
tafe.com

Registered Office:
861, Anna Salai, Chennai - 600 002
T: +91 44 2841 5441 / 2858 4918

Date: 31-05-2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms.K.Shalini (Reg.No 16-S302026) D/O-Mr.N.Kumar a student of B.Com (Corporate Secretaryship), Ethiraj College for Women, Chennai has successfully Completed 01 (One) month (from 2nd May 2018 to 31st May 2018) internship programme in Finance Division of Tractors and Farm Equipment Limited.

For Tractors and Farm Equipment Ltd.

A handwritten signature in black ink, appearing to read "G. Mahadevan".

G. MAHADEVAN
DIVISIONAL MANAGER-ACCOUNTS





TANCEM

Tamil Nadu Cements Corporation Ltd.

(A GOVERNMENT OF TAMIL NADU UNDERTAKING)

Corporate Office : L.L.A. Building, No.735, Anna Salai, Chennai - 600 002.

Fax : 044-28523991 / Website : www.tancem.com

CIN : U40200TN1976SGC007081

Phone : 28525461

28525471

28591735

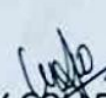
28525230

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss.Shammini.B pursuing II Year B.com., (C.S) from Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department, Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.


31/5/2018
DEPUTY COLLECTOR/
SENIOR MANAGER (PER & ADMN.)



THE INDIA CEMENTS LIMITED

Corporate Office : Coromandel Towers, 93, Santhome High Road, Karpagam Avenue
R.A. Puram, Chennai 600 028. Phone : 044 - 2852 1526, 2857 2100
Fax : 044 - 2852 1247 Grams : 'INDCEMENT'
CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. T R Shornambika (Reg No.16-5302028), B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)

Aztec Auto Limited

Regd. Off. & Factory : No. 88, SIDCO Industrial Estate,
Ambattur, Chennai - 600 098
Phone : 044 - 30444950 / 951, 26522577
CIN No.: U35999TN1994PLC028019
Mail ID : aztecauto1994@gmail.com

20 th July, 2018.

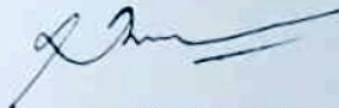
TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms.S.Subhashini** a student of Corporate Secretary Ship Department of Ethiraj College for Women, Chennai had completed her Institutional Training in our Company from 02.05.2018 to 31.05.2018.

During her training she was exposed to the practical aspects of Office Management and Secretarial Practice.

Her overall performance was very good which has been noticed by us during the training period.

For Aztec Auto Limited



Authorised Signatory.

Date: 13-06-2018

CERTIFICATE

This is to certify that **Ms.SUVEYDHA R (Reg No.STU16-S302030), B.COM CORPORATE SECRETARYSHIP** student of **ETHIRAJ COLLEGE FOR WOMEN**, Chennai-600008, has undergone Internship Training in our Organisation from 2nd May 2018 to 31st May 2018 .

We wish her all the best for her future endeavour.

For Tube Products of India



JOSEPH PREMRAJ
ASSOCIATE VICE PRESIDENT - HR



ASHOK LEYLAND

Aapki Jeet. Hamari Jeet.

June 1, 2018

CERTIFICATE

This is to Certify that *S Swathy*, B.Com. (Corporate Secretaryship) student of Ethiraj College for Women, Chennai has undergone Practical Training in our Organization from May 2, 2018 to June 1, 2018.

She has acquainted well with the Secretarial work in the Department.

Her performance during the period was good.

For Ashok Leyland Limited

S Balasundharam

S Balasundharam

Assistant General Manager – Secretarial

ASHOK LEYLAND LIMITED

Registered & Corporate Office: No.1, Sardar Patel Road, Guindy, Chennai - 600 032, India | T : +91 44 2220 6000 | F : +91 44 2220 6001
CIN - L34101TN1948PLC000105 | www.ashokleyland.com



ETA Star Property Developers Limited

CIN No.: U70102TN2005PLC064766

Regd Off: Chennai City Centre 4th floor, 10 & 11, Dr. Radhakrishnan Salai, Mylapore Chennai - 600 004.

Tel: + 91 - 44 - 4999 4999, 4999 4900, Fax: + 91 - 44 - 4357 7433

Email: chennai@etastar.co.in www.etastar.co.in

June 21, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms.B.Swetha (Regn. No. STU16-S302032) Final Year B.Com (CS) Student of Ethiraj College for Women has successfully completed the Secretarial training in M/s.ETA Star Property Developers Ltd, Chennai in the Secretarial Department during the period 30.04.2018 to 29.05.2018.

Her commitment and dedication shown in completing the Project is excellent. We wish her success in all her future endeavours.

For ETA Star Property Developers Ltd.

V. Sivasubramanian
DGM - Company Secretary





Date: 01/06/18

CERTIFICATE

This is to certify that **Ms. Tamilselvi K P**, 2nd year **B.Com (CS)** student of **ETHIRAJ COLLEGE FOR WOMEN, Chennai - 600 008**, had undergone an Internship Training in Organizational Study from **02/05/18 to 31/05/18** in our organization.

Details of Training

Sl.No.	Department	Period of Exposure
1)	Secretarial Department	02/05/2018 to 31/05/2018

ASSESSMENT

- Attendance
No. of days Available 22
No. of days present 22
- Punctuality Good
- Interest Good
- Conduct Good
- General Remarks

For Amrutanjan Health Care Limited

(P. Kannan)
General Manager (HR & Admn.)

Copy to **Ms. Tamilselvi K P**
Secretarial Department

Telephone Nos. :
Office : (044) 28522745
 : (044) 28234300
 : (044) 28258511



Telefax : 044 - 28257121
Web : www.wheelsindia.com

WHEELS INDIA LIMITED

Corporate Identity Number : L35921TN1960PLC004175

Registered Office :
Attullos Road, Chennai - 600 002.

Factory :
Padi, Chennai - 600 050.

NL/2018

04/06/2018

CERTIFICATE

is is to certify that Ms.L.Thiruppavai B.Com (CS), 2nd year student of
hiraj College for Women, Chennai undergo Internship in our factory
in 02.05.18 to 31.05.18.

we found her sincere in her application to the training assignment.

we wish success in all her endeavors.

For Wheels India Limited


SARAVANAN
Deputy Manager(Training)

PLEASE ADDRESS ALL COMMUNICATIONS TO THE FACTORY

www.tube-products.com
Toll Free: 1800 425 4254
Tel: 044 2610 2000
Fax: 044 2610 2001
Email: info@tube-products.com
Address: 10/1, Anna Salai, Chennai - 600002

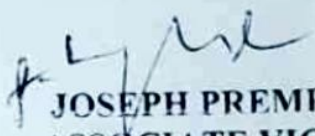
Date: 13-06-2018

CERTIFICATE

This is to certify that Ms. VAISHNAVI H (Reg No.STU16-S302035), B.COM CORPORATE SECRETARYSHIP of ETHIRAJ COLLEGE FOR WOMEN , Chennai-600008, has undergone Internship Training in our Organisation from 2nd May 2018 to 31st May 2018.

We wish her all the best for her future endeavour.

For Tube Products of India



JOSEPH PREMRAJ
ASSOCIATE VICE PRESIDENT - HR



www.tube-products.com
Toll Free: 1800 425 4254
Tel: 044 2610 2000
Fax: 044 2610 2001
Email: info@tube-products.com
Address: 10/1, Anna Salai, Chennai - 600002



Date: 01/06/18

CERTIFICATE

This is to certify that **Ms. S Vedhavalli**, 2nd year **B.Com (Corporate Secretaryship)** student of **ETHIRAJ COLLEGE FOR WOMEN, Chennai - 600 008**, had undergone an Internship Training in Organizational Study from **02/05/18 to 31/05/18** in our organization.

Details of Training

Sl.No.	Department	Period of Exposure
1)	Secretarial Department	02/05/2018 to 31/05/2018

ASSESSMENT

- Attendance
No. of days Available 22
No. of days present 22
- Punctuality Good
- Interest Good
- Conduct Good
- General Remarks

For Amrutanjan Health Care Limited


(P. Kannan)

General Manager (HR & Admn.)

Copy to **Ms. S Vedhavalli**
Secretarial Department

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss.Vidhyalakshmi.M pursuing II Year B.com., (C.S) in Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department, Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.

W. S. S.
31/5/2018
DEPUTY COLLECTOR/
SENIOR MANAGER (PER & ADMN.)

TI CYCLES OF INDIA

(Division of Tube Investments of India Ltd.)

Post Bag No.5, C.T.H.Road, Ambattur, Chennai-600 053, India

Tel : +91-44-42093434 Fax : +91-44-42093344

Website : www.trackandtrail.in

CIN : U35100TN2008PLC069496

12th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Yamuna P (Roll No: 16-S302038), student of Second Year B.Com (Corporate Secretaryship) from Ethiraj College for Women, has completed her Internship in our Finance department from period 2nd May 2018 to 31st May 2018.

During the above period she showed interest to learn and acquired knowledge in respect of her area of specialization.

We wish her all the best in her future endeavours.

FOR TI CYCLES OF INDIA



Vasanth Babu

Manager- Human Resources



20th July, 2018

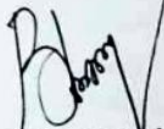
TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms Yuvashree G (Reg No. STU16-S302039)**, B.Com (Corporate Secretaryship) student of Ethiraj College has done her internship in Human Resource Department of Carborundum Universal Limited at our Thiruvottiyur Plant, Chennai from 2nd May 2018 to 30th May 2018

Her performance during this period was found to be good.

We wish her all success in her future endeavors.

For **Carborundum Universal Limited**



NS Bhagyaraj

Manager - HR

B&F IC/ EDRC- HR /Training/2018

14-Jun-18

HEAD OF THE DEPARTMENT
Ethiraj College For Women
Chennai

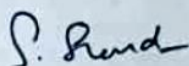
Dear Madam/Sir

Sub: Confirmation on completion of Project work

This is to certify that **Ms. K V Gayathri**, a student from Ethiraj College For Women pursuing 3rd year B.Com CS, has completed her internship training in our organization from **2-May-18 to 14-Jun-18** at HR- CNCL Dept in accordance with our management norms and procedures. During this period, she was on medical leave from 18 May to 1 June.

We wish all success in her career ahead.

Yours faithfully,
For LARSEN & TOUBRO LIMITED



(S Sundararaman)
CLUSTER HR MANAGER- CNCL
BUILDINGS & FACTORIES INDEPENDENT COMPANY



Date: 01/06/18

CERTIFICATE

This is to certify that **Ms. D Gitika Golecha, 2nd year B.Com (CS)** student of **ETHIRAJ COLLEGE FOR WOMEN, Chennai - 600 008.** had undergone an Internship Training in Organizational Study from **02/05/18** to **31/05/18** in our organization.

Details of Training

Sl.No.	Department	Period of Exposure
1)	Secretarial Department	02/05/2018 to 31/05/2018

ASSESSMENT

1. Attendance		
No. of days Available*	22
No. of days present	22
2. Punctuality	Good
3. Interest	Good
4. Conduct	Good
5. General Remarks	

For Amrutanjan Health Care Limited

(P. Kannan)
General Manager (HR & Admn.)

Copy to **Ms. D Gitika Golecha**
Secretarial Department

Ref: Pers/106/13/2018
June 05, 2018

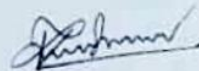
TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. J Sowmya, B.COM (Corporate Secretaryship) Student of Ethiraj College for woman, Chennai, has undergone Internship Training in our company from 02.05.2018 to 31.05.2018.

During the period, she had evinced keen interest in observing the activities of Secretarial Department, and other allied functions therein.

We wish all success in her future endeavors.

for Manali Petrochemicals Limited



RS Prabhakar
Head - Human Resources



Email ID : prabhakar@manalipetro.com

TI CYCLES OF INDIA

(Division of Tube investments of India Ltd.)

Post Bag No.5, C.T.H.Road, Ambattur, Chennai-600 053, India

Tel : +91-44-42093434 Fax : +91-44-42093344

Website : www.trackandtrail.in

CIN : U35100TN2008PLC069496

12th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Tushina D. Manu (Roll No: 16-S302043), student of Second Year B.Com (Corporate Secretartyship) from Ethiraj College for Women, has completed her Internship in our Finance department from period 2nd May 2018 to 31st May 2018.

During the above period she showed interest to learn and acquired knowledge in respect of her area of specialization.

We wish her all the best in her future endeavours.

FOR TI CYCLES OF INDIA



Vasanth Babu

Manager- Human Resources





Tamilnadu Cements Corporation Ltd.

(A GOVERNMENT OF TAMIL NADU UNDERTAKING)

Corporate Office : L.L.A. Building, No.735, Anna Salai, Chennai - 600 002.

Fax : 044-28523991 / Website : www.tancem.com

CIN : U40200TN1976SGC007081

Phone : 28525461

28525471

28591735

28525230

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss.Aishwarya.G pursuing II Year B.com., (C.S) from Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department, Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.

(Signature)
31/5/2018
DEPUTY COLLECTOR/
SENIOR MANAGER (PER & ADMN.)

31st May 2018

CERTIFICATE

This is to certify that Ms. M. Chitra, B.Com- C.S, Reg. No.16- 5302046, Ethiraj College for women, Chennai, has successfully completed her Internship training in our organization from 02nd May 2018 to 31st May 2018.

During the above period she was found to be sincere and her performance was good. I wish her all success and all the best.

For **TI CYCLES OF INDIA**



K. Goudhaman
Plant HR Head- South



चेन्नै पेट्रोलियम कॉर्पोरेशन लिमिटेड
(इंडियन ऑइल की दून कम्पनी)
Chennai Petroleum Corporation Limited
(A group company of IndianOil)



CERTIFICATE

This is to certify that **Ms.HARINI R**, a student of **B.COM (Corporate Secretaryship)**, **ETHIRAJ COLLEGE FOR WOMEN, CHENNAI** has completed the Internship Training in **SECRETARIAL & LEGAL DEPARTMENT** of our Organization during the period from **02/05/2018** to **31/05/2018**.

During the above training period, her character and conduct were excellent.

We wish her all success in future endeavour.




(K.MAHENDRAN)
CHIEF MANAGER (TRG. & GA)

के. महेंद्रन
K. MAHENDRAN

मुख्य प्रबंधक (प्रशासन & सामान्य प्रशा.)
Chief Manager (Trg. & General Admn.)
चेन्नै पेट्रोलियम कॉर्पोरेशन लिमिटेड
Chennai Petroleum Corporation Ltd.
मणली/Manali, चेन्नै/Chennai-600 068



TUBE INVESTMENTS OF INDIA LIMITED

Unit : TIDC INDIA

(Formerly Known as TI Financial Holdings Limited)

Post Bag No.11, C.T.H. Road, Ambattur, Chennai - 600 053, TN, India

Tel : +91 44 42235565 / 42235566 Fax : +91 44 42235556 / 57

Website : www.tidcindia.in CIN: L35100TN2008PLC069496

31.05.2018

CERTIFICATE

This is to certify that **Ms. Keerthana S** Student of **B.Com (CS)** from Ethiraj College for Women has successfully completed her Institutional training in our Organization during the period from **02.05.2018 to 31.05.2018**.

During the above period her conduct was good.

We wish her, all success for her future endeavors.

Thanking You

Yours faithfully

For TIDC INDIA

(A Unit of Tube Investments of India Ltd.)


K. JAWAHAR
MANAGER - HUMAN RESOURCES



murugappa



THE INDIA CEMENTS LIMITED

Corporate Office : Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,

R.A. Puram, Chennai 600 028. Phone : 044 - 2852 1526, 2857 2100

Fax : 044 - 2852 1247 Grams : 'INDCEMENT'

CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. U Logeshwari (Reg No.16-5302049)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)



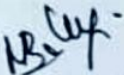
SUNDARAM FINANCE
Enduring values. New age thinking.

May 31, 2018

TO WHOMSOEVER IT MAY CONCERN

We hereby certify that **Ms. M. Nithyalakshmi**, studying B.Com(CS) in Ethiraj College for Women, Chennai has completed Institutional Training in our Organization for a period starting from 02-05-2018 to 31-05-2018. Her performance during the period has been found Satisfactory.

for **Sundaram Finance Limited**


M. V. Balaji
AGM - HR

Sundaram Finance Limited

Regd. Office: 21, Patillos Road, Chennai - 600 002, India PAN: AAACS4944A CIN: L65191TN1954PLC002429
Ph: +91 44 2852 1181 www.sundaramfinance.in Email: wecare@sundaramfinance.in



ASHOK LEYLAND

Aapki Jeet. Hamari Jeet.

June 1, 2018

CERTIFICATE

*This is to Certify that **Rasika Viswanath**, B.Com. (Corporate Secretaryship) student of **Ethiraj College for Women, Chennai** has undergone Practical Training in our Organization from May 2, 2018 to June 1, 2018.*

She has acquainted well with the Secretarial work in the Department.

Her performance during the period was good.

For Ashok Leyland Limited

S Balasundharam

S Balasundharam

Assistant General Manager – Secretarial

ASHOK LEYLAND LIMITED

Registered & Corporate Office: No.1, Sardar Patel Road, Guindy, Chennai - 600 032, India | T : +91 44 2220 6000 | F : +91 44 2220 6001
CIN - L34101TN1948PLC000105 | www.ashokleyland.com



THE INDIA CEMENTS LIMITED

Corporate Office: Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
E A Puram, Chennai 600 028 Phone: 044 - 2852 1528, 2857 2100
Fax: 044 - 2852 1247 Grams: INCEMENT
CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. R Reshma (Reg No.16-5302052)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,



SENIOR ASSISTANT MANAGER (HR)



ETA Star Property Developers Limited

CIN No: U70102TN2005PLC064766

Regd Off: Chennai City Centre 4th floor, 10 & 11, Dr. Radhakrishnan Salai, Mylapore Chennai - 600 024

Tel: + 91 - 44 - 4999 4999, 4999 4999, Fax: + 91 - 44 - 4357 3422

Email: chennai@etastar.co.in www.etastar.co.in


June 21, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms.M.Rohini (Regn. No.STU16-S302053)** Final Year **B.Com (CS)** Student of **Ethiraj College for Women** has successfully completed the **Secretarial training** in **M/s.ETA Star Property Developers Ltd, Chennai** in the **Secretarial Department** during the period **30.04.2018 to 29.05.2018**.

Her commitment and dedication shown in completing the Project is excellent. We wish her success in all her future endeavours.

For **ETA Star Property Developers Ltd**


V.Sivasubramanian
DGM - Company Secretary





THE INDIA CEMENTS LIMITED

Corporate Office : Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
R.A. Puram, Chennai 600 028. Phone : 044 - 2852 1526, 2857 2100
Fax : 044 - 2852 1247 Grams : 'INDCEMENT'
CIN : L26942TN1946PLC000931

EST:

7th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. P S Sindhukanya (Reg No.16-S302054)**, II year B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai from 2nd May 2018 to 2nd June 2018 and has submitted a report on "Analysis and Interpretation of Financial Statements of The India Cements Ltd".

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)





THE RAMCO CEMENTS LIMITED

Corporate Office:
Auras Corporate Centre, V Floor,
98-A, Dr. Radhakrishnan Salai, Mylapore,
Chennai - 600 004, India
Tel: +91 44 2847 8666 Fax: +91 44 2847 8676
Website: www.ramcocements.in
Corporate Identity Number: L26941TN1957PLC0003566

18th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Aathira R, Second Year student of B.Com CS from Ethiraj College for Women, Chennai has successfully completed her Internship project in the Secretarial Department at The Ramco Cements Limited, Chennai from 01st May 2018 to 31st May 2018.

We wish all the best in her future endeavor.

For THE RAMCO CEMENTS LIMITED

L. Vignesh
[Secretary & Dept]





LARSEN & TOUBRO

Larsen & Toubro Limited,
Construction
Buildings & Factories
P. B. No. 979, Mount Poonamallee Road,
Manapakkam,
Chennai - 600 089, INDIA
Tel : +91-44-2252 6000, 2252 8000
Fax : +91-44-2259 7288
www.lntecc.com

B&F IC/ EDRC- HR /Training/2018

30-Jun-18

HEAD OF THE DEPARTMENT
Ethiraj College For Women
Chennai

Dear Madam/Sir

Sub: Confirmation on completion of Project work

This is to certify that Ms. **Aparna Dev P K** , a student of Ethiraj College For Women pursuing 3rd year B.Com CS , has completed her internship training in our organization from 2-May-18 to 4-Jun-18 at HR- CNCL Dept in accordance with our management norms and procedures. During the period, she was on medical leave from 18 May to 3 June.

We wish all success in her career ahead.

Yours faithfully,
For LARSEN & TOUBRO LIMITED

(S Sundararaman)
CLUSTER HR MANAGER- CNCL
BUILDINGS & FACTORIES INDEPENDENT COMPANY

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss.Ayeesha Amreen.A pursuing II Year B.com (Hons) (C.S) from Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department in the Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.

DEPUTY COLLECTOR/
SENIOR MANAGER (PER & ADMN)



THE INDIA CEMENTS LIMITED

Corporate Office: Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
R. A. Puram, Chennai 600 028. Phone: 044 - 2852 1526, 2857 2100
Fax: 044 - 2852 1247 Grams: INDCEMENT
CIN: L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

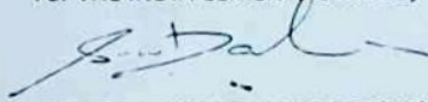
This is to certify that **Ms. V S Haleema Parveen (Reg No.16-5302058)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,



SENIOR ASSISTANT MANAGER (HR)



Tamilnadu Cements Corporation Ltd.

(A GOVERNMENT OF TAMIL NADU UNDERTAKING)

Corporate Office : L.L.A. Building, No.735, Anna Salai, Chennai - 600 002

Fax : 044-28523991 / Website : www.tancem.com

CIN : U40200TN1976SGC007081

Phone : 28525461

28525471

28521735

28525230

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss.Jayasri.S.N pursuing II Year B.com., (C.S) from Ethiraj College for Women (Autonomous), Chennai - 600 008. She has undergone an Institutional Training in the Secretarial Department, Corporate Office of Tamil Nadu Cements Corporation Ltd., Chennai-2 for a period of one month from 2nd May 2018 to 31st May 2018.

During the tenure of her training, her conduct and performance were found to be good.

We wish all success in her future endeavours.

(Signature)
DEPUTY COLLECTOR/
SENIOR MANAGER (PER & ADMN.)



Sundaram-Clayton Limited

Registered Office :
"Jayalakshmi Estates"
29, Haddows Road,
Chennai - 600 006, Tamilnadu, India.
Telephone : +91-44-28272233
Fax : +91-44-28257121

June 1, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms U Keerthika (STU16-S302060), pursuing second year B.Com (CS) in Ethiraj College for Women, has undergone institutional training in the Secretarial department of our organization, for a period of one month from May 2, 2018 to June 1, 2018.

She exhibited good conduct and attitude during the project assignment.

We wish her all success in her future endeavors.

For Sundaram-Clayton Limited,

K Vengada Subramanian
Assistant General Manager (HRD)

चेन्नै पेट्रोलियम कॉर्पोरेशन लिमिटेड
(इंडियन ऑयल की ग्रुप कम्पनी)
Chennai Petroleum Corporation Limited
(A group company of Indian Oil)



CERTIFICATE

This is to certify that **Ms.KIRUTHIKA K**, a student of **B.COM (Corporate Secretaryship)**, **ETHIRAJ COLLEGE FOR WOMEN, CHENNAI** has completed the Internship Training in **SECRETARIAL & LEGAL DEPARTMENT** of our Organization during the period from **02/05/2018** to **31/05/2018**.

During the above training period, her character and conduct were excellent.

We wish her all success in future endeavour.




(K.MAHENDRAN)
CHIEF MANAGER (TRG. & GA)

के. महेन्द्रन
K. MAHENDRAN
मुख्य प्रबंधक (प्रशिक्षण & सामान्य प्रशा.)
Chief Manager (Trg. & General Admn.)
चेन्नै पेट्रोलियम कॉर्पोरेशन लिमिटेड
Chennai Petroleum Corporation Ltd.
मणली/Manali, चेन्नै/Chennai-600 068



THE INDIA CEMENTS LIMITED

Corporate Office : Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
R.A. Puram, Chennai 600 028. Phone : 044 - 2852 1526, 2857 2100
Fax : 044 - 2852 1247 Grams : 'INDCEMENT'
CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. M Mohideen Raihana (Reg No.16-S302062)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)



Corporate Office:
Auras Corporate Centre, V Floor,
98-A, Dr. Radhakrishnan Salai, Mylapore,
Chennai - 600 004, India.
Tel: +91 44 2847 8666 Fax: +91 44 2847 8676
Website: www.ramcocements.in
Corporate Identity Number: L26941TN1957PLC003566

THE RAMCO CEMENTS LIMITED

18th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Nivedha .K, Second Year student of B.Com CS from Ethiraj College for Women, Chennai has successfully completed her Internship project in the Secretarial Department at The Ramco Cements Limited, Chennai from 01st May 2018 to 31st May 2018.

We wish all the best in her future endeavor.

For THE RAMCO CEMENTS LIMITED

L. Vignesh

[Leaving by Receipt]





Date: 01/06/18

CERTIFICATE

This is to certify that **Ms. Priyadharshini P, 2nd year B.Com (Corporate Secretaryship)** student of **ETHIRA] COLLEGE FOR WOMEN, Chennai - 600 008**, had undergone an Internship Training in Organizational Study from **02/05/18 to 31/05/18** in our organization.


Details of Training

Sl.No.	Department	Period of Exposure
1)	Secretarial Department	02/05/2018 to 31/05/2018

ASSESSMENT

- 1. Attendance
 - No. of days Available 22
 - No. of days present 22
- 2. Punctuality Good
- 3. Interest Good
- 4. Conduct Good
- 5. General Remarks

For **Amrutanjan Health Care Limited**


(P. Kannan)
General Manager (HR & Admn.)

Copy to **Ms. Priyadharshini P**
Secretarial Department

Ref: Pers/106/13/2018

June 05, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. R Santhoshini, B.COM (Corporate Secretaryship) Student of Ethiraj College for woman, Chennai, has undergone Internship Training in our company from 02.05.2018 to 31.05.2018.

During the period, she had evinced keen interest in observing the activities of Secretarial Department, and other allied functions therein.

We wish all success in her future endeavors.

for Manali Petrochemicals Limited



RS Prabhakar
Head - Human Resources

Email ID : prabhakar@manalipetro.com



THE INDIA CEMENTS LIMITED

Corporate Office: Coromandel Towers, 93, Santhome High Road, Karpagam Avenue,
R.A. Puram, Chennai 600 028 Phone: 044 - 2852 1526, 2857 2100
Fax: 044 - 2852 1247 Grams: 'INDCEMENT'
CIN : L26942TN1946PLC000931

EST:

13th June 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. M Shobarnica (Reg No.16-S302067)**, B.Com (Corporate Secretaryship) student of Ethiraj College for Women has done her Institutional training in the Secretarial Department of our Corporate Office at Chennai for a period of one month from 3rd May 2018 to 31st May 2018.

During the above period, she has shown keen interest to learn and a sense of involvement in all areas of activities. Her conduct was found to be good.

We are sure that the study done by her in our Organisation will be of immense help in her career.

We wish her all the best in all her future endeavours.

For THE INDIA CEMENTS LIMITED,

SENIOR ASSISTANT MANAGER (HR)

TAFE



77, Mungambakkam High Road
Chennai - 600 034, Tamil Nadu, India
T: +91 44 6691 9000
F: +91 44 2826 0224
E: corporate@tafe.com
CIN No: U29129TN1960PLC004117
tafe.com

Registered Office:
861, Anna Salai, Chennai - 600 002
T: +91 44 2841 5441 / 2858 4918

Date: 31-05-2018

TO WHOM SO EVER IT MAY CONCERN



This is to certify that Ms.Varnika Varadh (Reg.No 16-S302068) D/O-Mr.D.Varadh a student of B.Com (Corporate Secretaryship), Ethiraj College for Women, Chennai has successfully Completed 01 (One) month (from 2nd May 2018 to 31st May 2018) internship programme in Finance Division of Tractors and Farm Equipment Limited.

For Tractors and Farm Equipment Ltd.

G MAHADEVAN
DIVISIONAL MANAGER-ACCOUNTS



Date : 26.05.2018

To whom so ever it may concern

This is to certifying that Ms.Samsun Nabeena.M (Enrolment No: 16-S401065) 2nd Year Bachelor of Business Administration student from Ethiraj College for women, Chennai. Under went internship training in our organization from the period of 27.04.2018 to 26.05.2018. During the period she is worked various departments within the premises and shown keen interest to learn the things.

We appreciate and wish her, for successful carrier.



ISO - 9001 CERTIFIED ORGANISATION

EKKI PUMPS

67-A-10, Athipalayam Road, Venkitasamy Nagar,
Ganapathy, Coimbatore - 641 006

Phone : 0422 - 2531141, 2533696

E-mail : info@ekkipumps.com | Web : www.ekkipumps.com

TIN No : 33492208609 | AC No : 115 CST : 1164089 Dt : 27.6.2013



Modern Engineering Company

Supplies | Hardware | Automobile

02 June 2018

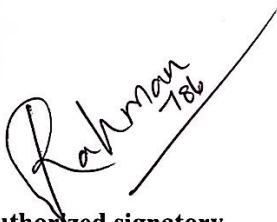
To,

WHOMSOEVER IT MAY CONCERN.

Dear sir / madam,

We are delighted to inform you, that your student **SAKINA MOHAMMED** (Reg no: 16-S401064) has completed her onemonth internship from the period 28 April 2018 to 29 May 2018 in our company. She had been interning in the Operations Department under the authorized nominee.

Please note that this position was not meant to be permanent but for period of one month for practical training. She is required to keep all the secrets and information strictly confidential and private that the company holds proprietary.



Authorized signatory

24/62, Venkata Maistry Street,
Chennai-600 001
044-42051039
modernengco52@gmail.com

Classic Mall Development Company Pvt. Ltd

Site Add.: 142, Velacheri Main Road, Velacheri, Chennai 600042. Tel: 044 32214344

TO WHOM SO EVER MAY CONCERN

This is to certify that Ms. Harita Iyshwarya. M , has completed internship in Phoenix Marketcity under HR department from 2nd May 2018 to 30th May 2018 .

During the Course of Internship, we have assigned a topic " Time Management " . She is good learner and has undertaken various tasks and has successfully completed to the best of her abilities . Her Conduct is good during this tenure.

We wish her all the best for the future.

For Classic Mall Development Company Pvt. Ltd.,

Magesh Munirathnam
Manager – HR & Admin.



Date: 03rd June 2018

Sub: Internship Completion Certificate

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Deepika.S of Bachelor of Business Administration, Final Year Student of Ethiraj College For Women has Successfully completed her internship for one month from (02-05-2018 to 02-06-2018).

We wish her all success for her future.

For Vishak Bajaj Pvt Ltd



Brakes India Private Limited

Padi, Chennai 600 050

Telephone : (044) 2625 8161, 2652 6000

Fax : (044) 2625 7010, 2625 7844

Web : www.brakesindia.com

CIN : U35999TN1962PTC004928

Saturday, 16 June 2018

C E R T I F I C A T E

This is to certify that **Ms Haritha M**, 1st year M.Com (C.S) Student of **ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS), CHENNAI** has undergone "**Institutional Training**" in **Personnel & HR Department** from **2nd May 2018 to 16th June 2018**.

She has evinced keen interest in learning.

We wish her success in all her future endeavours.



K Ramprasad
Assistant Manager (Personnel)



Brakes India Private Limited

Padi, Chennai 600 050

Telephone : (044) 2625 8161, 2652 6000

Fax : (044) 2625 7010, 2625 7844

Web : www.brakesindia.com

CIN : U35999TN1962PTC004928


Saturday, 16 June 2018

C E R T I F I C A T E

This is to certify that **Ms Harshitha T M**, 1st year M.Com (C.S) Student of **ETHIRAJ COLLEGE FOR WOMEN (AUTONOMOUS), CHENNAI** has undergone "**Institutional Training**" in **Personnel & HR Department** from **2nd May 2018 to 16th June 2018.**

She has evinced keen interest in learning.

We wish her success in all her future endeavours.


K Ramprasad
Assistant Manager (Personnel)



15th June 2018

To

Dr.R.Geethalakshmi,
Associate Professor & Head,
Ethiraj College for Women (Autonomus),
Egmore, Chennai- 600 008.

Dear Madam,

Sub: Institutional Training Completion Certificate -Reg

Your Student Ms.Kathika.S (1713322085004) M.Com. (C.S) has successfully completed the secretarial Training in our ABI Instruments Pvt. Ltd, Chennai – 600 032 from 2nd May 2018 to 14th June 2018.

We appreciate the effort taken by the above student and wish her all the best.

Thanking you,

For Abi Instruments Private Limited

V. Rajesh Kanna

V.RAJESH KANNA
(General Manager)





**TTK Healthcare
LIMITED**

June 30, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms S U Kavya (Register No.1713322085005)** doing M. Com (Corporate Secretaryship) in **Ethiraj College for Women, Chennai 600 008** has undergone Institutional Training in our Organisation, for a period of 45 days, during 26th April, 2018 to 23rd June, 2018.

For TTK Healthcare Limited

S Kalyanaraman

(S KALYANARAMAN)
Director & Wholetime Secretary

15th June 2018

To

Dr.R.Geethalakshmi,
Associate Professor & Head,
Ethiraj College for Women (Autonomus),
Egmore, Chennai- 600 008.

Dear Madam,

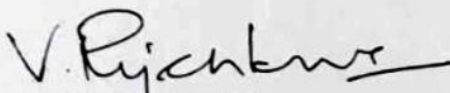
Sub: Institutional Training Completion Certificate -Reg

Your Student Ms.Madhumitha.B (1713322085006) M.Com. (C.S) has successfully completed the secretarial Training in our ABI Instruments Pvt. Ltd, Chennai – 600 032 from 2nd May 2018 to 14th June 2018.

We appreciate the effort taken by the above student and wish her all the best.

Thanking you,

For Abi Instruments Private Limited


V.RAJESH KANNA
(General Manager)





**TTK Healthcare
LIMITED**

June 30, 2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms R Pavithra (Register No.1713322085007)** doing M Com (Corporate Secretaryship) in **Ethiraj College for Women, Chennai 600 008** has undergone Institutional Training in our Organisation, for a period of 45 days, during 26th April, 2018 to 23rd June, 2018.

For TTK Healthcare Limited

(S KALYANARAMAN)

Director & Wholetime Secretary

Regd. Office : No. 6, Cathedral Road, Chennai - 600 086, INDIA
Phone : 91-44-28116106 - 08, Fax : 91-44-28116387
Email : info@ttkhealthcare.com Website : www.ttkhealthcare.com
CIN : L24231TN1958PLC003647
(Factory : 5, Old Trunk Road, Pallavaram Chennai - 600 043, INDIA)

भारत हवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited

POWER SECTOR - SOUTHERN REGION

6th, Anna Salai, Nandanam, Chennai - 600 035.

Phone : 28286888



PSSR:HR:508

01.06.2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. Saranya S**, M.Com.(C.S.) student of Ethiraj College for Women has undergone Institutional Training at Finance & Accounts Department of PSSR, Headquarters, Chennai from 03.05.2018 to 31.05.2018.

She has been imparted training in various areas such as Bank Guarantees, Sub Contracts, Bills – verification, System Entry, arranging & retrieval of documents, Finance Application – Processing of Claims & Cash Receipts.

She has diligently attended to the work allocated to her during this period and has completed her internship to our satisfaction.

We wish her a bright future.

(USHA S KRISHNAN)
SR. MANAGER/HR

उषा एस. कृष्णन
USHA S. KRISHNAN

वरिष्ठ प्रबन्धक - मा.सं.
Senior Manager - HR

बी.एच.ई.एल. - पी.एन.एस.आर. / BHEL - P.S.S.R.
पेरियार ई.वी.आर. बिल्डिंग, / Periyar EVR Building
690, अन्ना सालाई, नन्दनम, चेन्नई - 600 035.
690, Anna Salai, Nandanam, Chennai - 35.

Lucas Indian Service Limited

The Aftermarket Solutions Provider



LIS : CF: IPT : 2018

31.05.2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Shambavi.J (Reg no.1713322085011), 1ST year M.COM Corporate Secretaryship the student of Ethiraj college for women has completed their institutional training in our organization at Ambattur, Chennai during the month of May 2018.

We wish them all the best in his endeavor's.

For Lucas Indian Service Ltd

Authorized Signatory,



Coil Project : B-6, Industrial Estate, Ambattur, Chennai - 600 058.

Phone: 044 - 64565706 / 044 - 64565707

Regd. Office : 11 (6), Patullos Road, Chennai - 600 002.

Web: www.lucas-service.in PAN : AAACL1018J

GST No. 33AAACL1018J1ZZ CIN No. U35999TN1930PLC005705

Lucas Indian Service Limited

The Aftermarket Solutions Provider



LIS : CF: IPT : 2018
31.05.2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Shreya sivan (Reg no.1713322085014) , 1ST year M.COM Corporate Secretaryship the student of Ethiraj college for women has completed their institutional training in our organization at Ambattur, Chennai during the month of May 2018.

We wish them all the best in his endeavors'.

For Lucas Indian Service Ltd

Authorized Signatory,



Coil Project : B-6, Industrial Estate, Ambattur, Chennai - 600 058.
Phone: 044 - 64565706 / 044 - 64565707
Regd. Office : 11 (6), Patullas Road, Chennai - 600 002.
Web: www.lucas-service.in PAN : AAACL1018J
GST No. 33AAACL1018J1ZZ CIN No. U35999TN1930PLC005705



MATIZ SYSTEMS

No 67, G-1 Thulasidas Nagar, 3rd Street, Mangadu Road
Kumananchavadi, Poonamallee Chennai - 600056
Ph 044 - 6455 6155 Fax 044 - 2679 0906
E-Mail matizsystems@matiz.in

04.04 2017

TO,

The Head of The Department,
Department of Corporate Secretary ship,
Ethiraj Collage of Woman,
Chennai -600 008.

Sub: Permission to do Inplant Training — reg
Ref: Request letter for Inplant Training dated 02nd Mar 2017

We are in receipt of your above cited letter, requesting permission to do Inplant training for Ms.Thenmozhi.L and M.Heena Ishrat student of 1 year M.Com CS from your college for a period of 45 days during May 2017 We hereby give our consent to permit her to do the project in our organization at Corporate Office at Chennai.

She has to Contact Mrs. Suriya— Manager-HR & Admin — 9884006312 @ Corporate Office.

She will not be paid any stipend during the period of training and no transportation / accommodation charges win be borne by the Company She is permitted to do the training at her own risk and cost

For MATIZ SYSTEMS,

DIRECTOR,



S. Kothari
Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

MITSUBISHI FA Products Sales, PLC SCADA Projects & Electrical Panel Installation

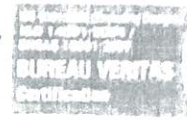
Authorised Distributor for



Changes for the Better



EAST COAST CONSTRUCTIONS & INDUSTRIES LTD.
ENGINEERS AND CONTRACTORS
AN INTEGRATED MANAGEMENT SYSTEM CERTIFIED COMPANY



To
The Head of the Department
Department of Corporate Secretaryship,
Ethiraj College for Woman,
Chennai – 600 008.

Sub: Permission to do Inplant Training – reg
Ref: Request letter for Inplant Training dated 16th Feb 2017

We are in receipt of your above cited letter, requesting permission to do Inplant training for Ms. Nilofar Fathima student of I year M.Com CS from your college for a period of 45 days during May 2017. We hereby give our consent to permit her to do the project of our organization at Corporate Office at Chennai.

She has to Contact Mr. Mohamed Irfan Ali – Manager-HR & Admin – 96770 90063 @ Corporate Office.

She will not be paid any stipend during the period of training and no transportation accommodation charges will be borne by the Company. She is permitted to do the training at her own risk and cost.

For EAST COAST CONSTRUCTIONS & INDUSTRIES LTD,


DIRECTOR.



Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

"BUHARI BUILDINGS" NO.4, MOORES ROAD, CHENNAI - 600 006, ☎ 28272789, 28277576, 49006200
E-mail : ecciho@ecciltd.com Website : www.ecci.in

CIVIL STRUCTURAL SANITARY AND ELECTRICAL

CIN U51102TN1995PLC031016

Agrata Biotech Limited

3, 2nd Floor, Swaminathan Street, West Mambalam, Chennai - 600 033, INDIA.
Tel : +91 - 44 - 2471 0737, www.agratabiotech.com

To
The Head of Department
M.Com – Corporate Secretaryship
Ethiraj College for Women
Egmore, Chennai – 600 008

April 6, 2017

Dear Madam

Subject: Acceptance Letter

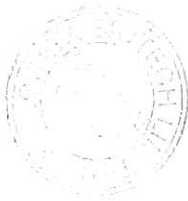
With reference to the above mentioned subject, we would like to inform you we are willing to offer your student **MS. SHRIYOGESWARI N** an Institutional training in Corporate Secretaryship during the month of May 2017. The training will be for a period of 45 days and is scheduled to be completed by 31st of May 2017.

Warm Regards

For Agrata Biotech Limited



Director



Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

Agrata Biotech Limited

3, 2nd Floor, Swaminathan Street, West Mambalam, Chennai - 600 033, INDIA.
Tel : +91 - 44 - 2471 0737, www.agratabiotech.com

To
The Head of Department
M.Com – Corporate Secretaryship
Ethiraj College for Women
Egmore, Chennai – 600 008

April 6, 2017

Dear Madam

Subject: Acceptance Letter

With reference to the above mentioned subject, we would like to inform you we are willing to offer your student **MS. ARUNASRI U** an Institutional training in Corporate Secretaryship during the month of May 2017. The training will be for a period of 45 days and is scheduled to be completed by 31st of May 2017.

Warm Regards

For Agrata Biotech Limited



Director




Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8



31.03.2017

To

The Head of Department of Management Studies

Ethiraj College for women (Autonomous)

College Road,

Chennai-600008


Sub: Internship confirmation of Ms. **Gayathri.B** for 1st year M.COM (cs)

Respected Sir/ Madam,

This is to confirm that we have chosen Ms. **Gayathri.B** for doing her 1st year internship in M.COM from 1st May 2017 to 16th June 2017.

Authorized Signatory

For Infiniti Retail Ltd


Prahakaran.S

Assistant Management – HR

Chennai




Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

A **TATA** Enterprise



MAINETTI
SHAPING FASHION

MAINETTI (INDIA) Pvt. Ltd
3rd Floor, Florida Towers,
Flr. 138/30,
Holson Manickam Road,
Chennai - 600 029

General Enquiries:

T +91-44-42919000
F +91-44-42919001

info.india@mainetti.com
www.mainetti.com

To,

31st Mar, 2017

Dr. R. Geethalakshmi - HOD
Department of Corporate Secretaryship (SS),
Ethiraj College for Women
Chennai – 600008.

Dear Sir / Madam,

Sub: Institutional Training confirmation – Reg.

Ref.: Your letter dated 23rd March 2017.

We hereby confirm that **Ms. Reethika M**, First Year M.Com student of your institution has been placed to undergo an “Institutional Training” in Corporate Secretary stream in our Company for a period of 45 days from the months of May 2017.

For Mainetti (India) Private Limited

R. Ananth
(Financial Controller)



S. Kothari
Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

A&E Products RANDY HANGERS



Works : (i) Plot No. B-11, 11nd Main Road, Phase II, MEPZ/SEZ, Tambaram, Chennai - 600 045. Tel : (91) 44 42938000 Fax : (91) 44 42938001
: (ii) Plot E-13, 1st Cross Road, Sipcot Industrial Park, Saperumbudur, Kancheepuram Dist. - 602 105. Tel. : (91) 44 4710 4900 Fax : (91) 44 4710 4901
Marketing Offices : • Gurgaon • Mumbai • Tirupur • Bangalore CIN : U25209TN1997PTC038312





Tube Products of India
(A Unit of Tube Investments of India Ltd.)
Post Box No. 4, Azadi, Chennai 600 054, India
Tel: 91.44.42291999
Fax: 91.44.42291990/42291991/42291992
Website : www.tube-productsofindia.com
CIN No. : I35921TN1949PLC002905

March 23, 2017

The Principal,
Ethiraj College for Women,
Chennai-600 008

Dear Sir,

Sub. : Institutional Training .

This refers to your letter dated 04/02/2017, on the above subject, we are pleased to permit your final year M.Com(CS) students to undergo training in our organization on a non-stipendiary from 2nd May 2017 to 16th June 2017.

M/s GAYATHRI M
GAYATHRI A
PAVITHRA DEVI V

Please ensure that the students should strictly adhere to the Safety instructions and any unprecedented event will be at their own risk. Usage of cell-phone by the students inside the factory premises is strictly prohibited.

Kindly advise your students to meet the undersigned.

Thanking you,

Yours faithfully,
For TUBE PRODUCTS OF INDIA,


RB. SELVAKUMAR
VICE PRESIDENT - HR

Note : Kindly advise your student to bring 2 Nos. passport size photographs.

S. Kothari

Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8



Regd. Office: 'Dare House'
234 N.S.C. Bose Road,
Chennai 600 001.
Tel: 91.44.42177770 - 76
Fax: 91.44.42110404





ReGen Powertech Pvt. Ltd.
KRM Plaza, North Towers, 7th Floor,
No.2, Harrington Road, Chetpet,
Chennai - 600 031, India.
☎ : +91 44 4296 6200
Fax : +91 44 4296 6298
: +91 44 4296 6299
Email : info@regenpowertech.com

www.regenpowertech.com

Corporate Identity Number
U40109TN2006PTC085606

To

28th February 2016

Dr R Geethalakshmi
Head of the Department (Corporate Secretaryship)
Ethiraj College
Chennai - 600 008.

Dear Madam

Sub: Acknowledgement Letter

Please refer your letter dated 16th February 2017 regarding requisition for Institutional Training for your student **Ms Hasitha S** - M.Com (Corporate Secretaryship) 1st year.

She is hereby permitted to undergo the Institutional Training in Human Resource Department at our Corporate Office from **02th May 2017** to **15th June 2017** on a non-stipend basis. The working hours will be 09.00 a.m. to 05.30 p.m. with half an hour lunch break 01.00 p.m. to 01.30 pm.

Student shall strictly adhere to the rules and regulations of the Organization at all times during the period of Institutional training **02th May 2017** to **15th June 2017**.

The office address is as mentioned in the letter head and the nearest landmark is behind Shopper's stop Building.

With Best Regards

Suja Menon
Deputy General Manager - HR

Principal
ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

LORVEN INTERNATIONAL PVT.LTD
No.41,Srinivasapuram,Anakaputhur,Chennai-600088.

Date: 03.04.2017

To
THE HOD,
Department of corporate Secretaryship,
Ethiraj College for Women,
Chennai-600008.

Dear Sir/Madam,

Subject: **CONFIRMATION OF 45 DAYS INSTITUTIONAL TRAINING**

It is our pleasure to confirm you that Madhumitha.K Roll No.16-SP1211 student of 1st year M.COM. C.S in your college will work with our company as an "Institutional Trainee" for the period of 45 days. The training commences from 1 st may 2017.

Thanks & Regards,

For LORVEN INTERNATIONAL PVT.LTD/

 *A. Ganesh*
MANAGER

S. Kothai

Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8

Simpson & Co. Ltd

861/862, ANNA SALAI, CHENNAI-600 002.

TELEPHONE: 2858 4918 FAX: 2851 4446 CIN : U65991TN1925PLC002345

Ref: PD:018:2017

16.02.2017

Head of the Department
Dept.of Corporate Secretaryship (SS)
Ethiraj College for Women
Chennai-600008.

Sir,

With reference to your letter dt. 04.02.2017 requesting permission to the following M.COM Student of your College to do Institutional Training in our Company we are pleased to accord permission to her for a period of 45 days during May-June 2017

Ms. PRIYADARSHINI.R

This training will be on a " Non -Stipendary basis " and during the above period, she will not be eligible for any benefits whatsoever from the Company.

Please advice the above student to meet the undersigned with a medical fitness certificate issued by a Regd. Medical Practitioner.

Thanking you,

Yours faithfully,
For Simpson & Co Ltd.,


Ravisarma
Divisional Manager (PR&HR)

S. Kothari

Principal
ETHIRAJ COLLEGE FOR WOMEN
Chennai - 8



**The
Waterbase
Limited**

Corporate Office :

Thapar House | 37 Montleth Road
Egmore | Chennai | 600008 | India.

T: +91 44 30127000

F: +91 44 30127001

www.waterbaseindia.com

March 22, 2016

Dr.V.Shanthi
Associate Professor and Head
Department of Corporate Secretaryship
Ethiraj College for Women
Chennai – 600 008

Dear Madam

Sub : Institutional Training

We have reference your letter requesting for Institutional Training of your B.com II year students.

We are pleased to inform you that we will be accommodating FOUR of your students from II year B.Com Corporate Secretaryship for Institutional Training with our Secretarial Department for a period of 30 days in May 2016 i.e 02.05.16 to 31.05.16.

Name of the students are :

Ms.C.Aishwarya 58
Ms.V.Amrutha 59
Ms.P.Harini 60

The students will report to our Company Secretary / Asst. Company Secretary.

Our office timings : 9.30 A.M. – 5.30 P.M.

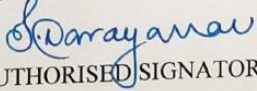
Following conditions apply :

1. No stipend
2. All expenses related to the training will be borne by the students.

Look forward to having your student for the training.

Thanking you

Yours faithfully
for THE WATERBASE LTD.


AUTHORISED SIGNATORY

Registered Office / Factory:

Ananthapuram Village | T.P. Gudur Mandal | Nellore | Andhra Pradesh | 524344.

T: 0861 2165009 | 2165021 | 2165023 | E: info@waterbaseindia.com | CIN: L05005AP1987PLC018436





CAMEO CORPORATE SERVICES LIMITED

Ref: cam:Student:2015
04th January 2015

Ethiraj college for women,
Ethiraj Salai,
Chennai- 600 008

Dear Sir/Madam,

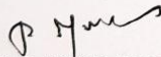
Sub: B.Com (corporate secretaryship) student- Practical training-Cameo
Corporate Services Limited-Reg.

We would like to inform you that we will accommodate the following students
pertaining to your college for the Institutional training for the period from
02.05.2016 to 31-05-2016.

1. Rajalakshmi E 22
2. Padmashree A 23
3. Muthumangai S 24

Thanking you,

Yours faithfully,
For CAMEO CORPORATE SERVICES LIMITED.,


P.MURALIDHARAN
ASSISTANT MANAGER(SHARES)



CAMEO

CAMEO CORPORATE SERVICES LIMITED

Ref: cam:Student:2015
04th January 2015

Ethiraj college for women,
Ethiraj Salai,
Chennai- 600 008

Dear Sir/Madam,

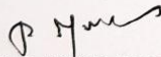
Sub: B.Com (corporate secretaryship) student- Practical training-Cameo
Corporate Services Limited-Reg.

We would like to inform you that we will accommodate the following students
pertaining to your college for the Institutional training for the period from
02.05.2016 to 31-05-2016.

1. Rajalakshmi E 22
2. Padmashree A 23
3. Muthumangai S 24

Thanking you,

Yours faithfully,
For CAMEO CORPORATE SERVICES LIMITED.,


P.MURALIDHARAN
ASSISTANT MANAGER(SHARES)



TTK Healthcare
LIMITED

TTKH:SECL:GJ:101:15

September 08, 2015

Dr V K Maragathavalli
Head of the Department
Department of Corporate Secretaryship (SS)
Ethiraj College for Women
Chennai 600 008

Dear Madam,

Re : Secretarial Training for B.Com (Corporate Secretaryship)

We are in receipt of your communication dated 10th August, 2015 and noted the contents.

We are willing to provide the Secretarial Training in our organization for the following students of your college, for a period of 30 days, during May, 2016:

S.No.	Name
1.	Ms B Sivaranjani 13
2.	Ms R Pavithra 14
3.	Ms S Selvi 15

Thanking you,

Yours faithfully,
For TTK Healthcare Limited

Kalyanaraman

(S KALYANARAMAN)
Director & Secretary

July 09, 2015

Dr. V.K. Maragathavalli
Head
Dept. of Corporate Secretaryship (SS)
Ethiraj College for Women
Chennai - 600 008

Madam,

Sub: Institutional Training – Reg.

This has reference to your letter dated 02.07.2015 regarding deputation of your students for institutional training in our organisation.

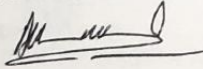
We agree for your below mentioned Corporate Secretaryship students to undergo training for a period of one month with effect from May 02, 2016 to May 31, 2016 in our organisation.

<u>S.No.</u>	<u>Name</u>
1.	Ms. Nanditha Anil Kumar ³²
2.	Ms. Praveena Vasanth Kumar ³³
3.	Ms. Shubhee ³⁴
4.	Ms. Mamta ³⁵
5.	Ms. Silpa ³⁶

You may please advice the above students to contact our HRD & Services Department, for further instructions.

Thanking you,

Yours faithfully,
for The KCP Limited



(Dr. A.V. Sivarama Prasad)
Executive President – HRD & Services

CIN : L65991TN1941PLC001128

Registered Office : "Ramakrishna Buildings", No. 2, Dr. P V Cherian Crescent, Egmore, Chennai - 600 008. INDIA

Post Box No.: 6824 Tel : +91 - 44 - 6677 2600, Fax : +91 - 44 - 6677 2620

E-mail : corporate@kcp.co.in Website : www.kcp.co.in



**The
Waterbase
Limited**

Corporate Office :

Thapar House | 37 Montleth Road
Egmore | Chennai | 600008 | India.

T: +91 44 30127000

F: +91 44 30127001

www.waterbaseindia.com

March 22, 2016

Dr.V.Shanthi
Associate Professor and Head
Department of Corporate Secretaryship
Ethiraj College for Women
Chennai – 600 008

Dear Madam

Sub : Institutional Training

We have for reference your letter requesting for Institutional Training of your B.com II year students.

We are pleased to inform you that we will be accommodating FOUR of your students from II year B.Com Corporate Secretaryship for Institutional Training with our Secretarial Department for a period of 30 days in May 2016 i.e 02.05.16 to 31.05.16.

Name of the students are :

Ms.C.Aishwarya 58
Ms.V.Amrutha 59
Ms.P.Harini 60

The students will report to our Company Secretary / Asst. Company Secretary.

Our office timings : 9.30 A.M. – 5.30 P.M.

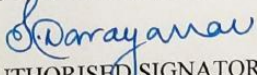
Following conditions apply :

1. No stipend
2. All expenses related to the training will be borne by the students.

Look forward to having your student for the training.

Thanking you

Yours faithfully
for THE WATERBASE LTD.


AUTHORISED SIGNATORY

Registered Office / Factory:

Ananthapuram Village | T.P. Gudur Mandal | Nellore | Andhra Pradesh | 524344.

T: 0861 2165009 | 2165021 | 2165023 | E: info@waterbaseindia.com | CIN: L05005AP1987PLC018436





CAMEO CORPORATE SERVICES LIMITED

Ref: cam:Student:2015
04th January 2015

Ethiraj college for women,
Ethiraj Salai,
Chennai- 600 008

Dear Sir/Madam,

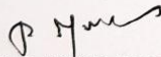
Sub: B.Com (corporate secretaryship) student- Practical training-Cameo
Corporate Services Limited-Reg.

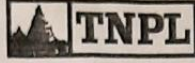
We would like to inform you that we will accommodate the following students
pertaining to your college for the Institutional training for the period from
02.05.2016 to 31-05-2016.

1. Rajalakshmi E 22
2. Padmashree A 23
3. Muthumangai S 24

Thanking you,

Yours faithfully,
For CAMEO CORPORATE SERVICES LIMITED.,


P.MURALIDHARAN
ASSISTANT MANAGER(SHARES)



Tamil Nadu Newsprint and Papers Limited

(A Govt. of Tamil Nadu Enterprise)

Regd. Office : 67, Mount Road, Guindy, Chennai 600 032 Phone : (91) (044) 22301094-97, 22354415-16 & 18
Fax : 22350834 & 22354614 Web : www.tnpl.com Email : response@tnpl.co.in, export@tnpl.co.in
TNPL - The Corporate Identity Number : L22121TN1979PLC007799

HR/Training/15
September 30, 2015

The Vice Principal
Ethiraj College for Women
Chennai

Sir/Madam,

Sub: Permission to do Institutional Training – Reg.

This has reference to your letter dated 10.08.2015 requesting us to permit following students of your College studying B.Com (CS) to do Institutional Training in our organization:-

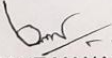
1. Ms. S. N. Arunaa
2. Ms. U. L. Riduvarshini 49

We hereby convey our permission to the above students to do Institutional Training in "Secretarial Department" at our Corporate Office, Chennai for a period of one month during May 2016.

Please note that they will not be paid any stipend / salary during their Training Period.

Thanking you,

Yours Faithfully,
For TAMIL NADU NEWSPRINT AND PAPERS LIMITED


ASSISTANT MANAGER (HR)



Factory : Kagithapuram-639 136, Karur District, Phone : 04324-277001 to 277017 Fax : (91) 04324-277025 to 277029

TNPL - Maker of bagasse based eco-friendly paper


F | **SUNDARAM FINANCE**
Enduring values. New age thinking.

June 19, 2017

TO WHOMSOEVER IT MAY CONCERN

We hereby certify that **Ms. Rakshika Vasudevan**, studying B.Com in Ethiraj College for Women, Chennai has completed Institutional Training in our Organization for a period starting from 05-06-2017 to 15-06-2017 and her performance during the period has been found Satisfactory.

for Sundaram Finance Limited


M. V. Balaji
AGM - Personnel

Sundaram Finance Limited

Regd. Office 21, Patelles Road, Chennai
Ph. +91 44 2852 1181

601002 India
www.sundaramfinance.in

PAN: AAU 5444A EIN: 1659111054PEIN: 029
Toll free: 1800 425 4254



Principal

ETHIRAJ COLLEGE FOR WOMEN
Chennai - 6



V. MAHESH & ASSOCIATES
COMPANY SECRETARIES

39/19, Aspen Court, 3rd Floor,
6th Main Road, R.A. Puram,
Chennai - 600 028.
Telefax : 91 (44) 2435 4113
Phone : 91 (44) 4317 4474
E-mail : chennaiho@vmacs.co.in

To:

28.03.2016

The Head of the Department,
Department of Commerce,
Ethiraj College for woman,
Chennai- 600 008

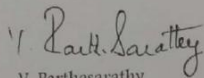
Dear Madam,

Sub. Acceptance for 45 days institutional training

This is to certify that Ms. Nivelithaa M (Reg.No 15-P716) of M.Com 1 year has been granted permission to undergo her institutional training at our firm of Company Secretaries for a period of 45 days in the month of May on such terms and conditions as maybe mutually decided between the firm and the candidate.

Thank you.

For V.Mahesh & Associates


V. Parthasarathy

Authorised Signatory

Branches at : • Bangalore • Tirupur



Tractors and Farm Equipment Limited
TAFE, 100, Anna Salai, Chennai - 600 002
Tamil Nadu
T. No. 044-24411111
F. No. 044-24411111
www.tafe.com
TAFE, 100, Anna Salai, Chennai - 600 002
Tamil Nadu

Registered Office
87, Anna Salai, Chennai - 600 002
T. No. 044-24411111

June 15, 2016

Head of the Department
Department of Corporate Secretaryship
Ethiraj College for Women (Autonomous)
Chennai 600008

Madam,

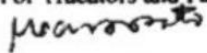
Ref: Your letter dated 27th February 2016 requesting for permission for Institutional training.

We are pleased to certify that Radhika N has completed her Institutional training in our Company from 25th April 16 to 8th June 2016.

During the period of her training she was diligent and displayed excellent conduct.

Thanking you.

Yours faithfully,
For Tractors and Farm Equipment Limited


[P.B.Sampath]
Director and Company Secretary





ITC Limited
SBU - PACKAGING & PRINTING
Post Box 2277
Tiruvottiyur
Chennai 600 019 India
Telephone 91 44 2573 3121 / 31 / 81
Fax 91 44 2573 3852

15th June 2016

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. K P Deepshika** has successfully completed her Institutional Training in ITC Ltd., SBU – Packaging & Printing, Tiruvottiyur, Chennai– 600 019 from **02.05.2016 to 15.06.2016.**

We wish her success in all her future endeavors.

for ITC Limited,

J Jagadeesh Rajkumar
Human Resources

UGP Engineering Private Limited

No 28/10, 3rd Main Road
Ambattur Industrial Estate,
Chennai- 600 058

Phone : +91-44-26251041
E mail : ugp@ugpmail.com

CIN U/42101N2006PIC061161
TIN No 33761324548
CST No 893582/25 04 7007
Website www.ugpgroup.com

CERTIFICATE

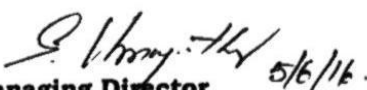
June 05, 2016

This is to certify that **Mrs.U.Shanmuga Priya**
(Reg. No: 15-SP 1217) M.Com, from "**Ethiraj College of Women**"
Chennai-600 008, has undergone "Institutional Training" from
20.04.2016 to 05.06.2016 and has successfully completed her
training in our organization.

During the course of "Institutional Training" her conduct and
character were found to be good.

We wish all the success in her career.

UGP Engineering Private Ltd


Managing Director





Integrated
since 1974
Investments Simplified

HO/HRSERVICES/INSTITUTIONAL TRAINING/06/2016

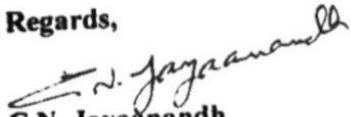
Date:21.06.2016

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Ms. Radhika S** , Ist Year, M.Com of **Ethiraj College for Women, Chennai** has successfully completed the **Institutional Training** as per the requirements of the curriculum from April 2016 to May 2016.

During Institutional Training her conduct & character was good,we wish all success in her future endeavors.

Regards,


C.N. Jayanandh
Chief Manager – HR Services

Telephone Nos
Regd Office (044) 28522745
Factory (044) 26234300
(044) 26258511



Telefax: 044 - 26257121
Web: www.wheelsindia.com

WHEELS INDIA LIMITED

Corporate Identity Number : L35921TN1960PLC004175

Registered Office
21 Patulus Road, Chennai - 600 002

Factory
Padi, Chennai - 600 050

PRNI./2016

04/06/2016

CERTIFICATE

This is to certify that Ms.P.Preethi, M.Com (C.S), 2nd year student of Ethiraj College for Women, Chennai has undergone Institutional Training in our factory from 20 04 16 to 04 06.16.

We found her sincere in her application to the training assignment.

We wish success in all her endeavors.

For Wheels India Limited

K Saravanan
Deputy Manager(Training)

PLEASE ADDRESS ALL COMMUNICATIONS TO THE FACTORY