

SAMPLE NOMINATION LETTER
ON LETTER HEAD

Date:

To
NISP Implementation Team,
MHRD's Innovation Cell,
AICTE, New Delhi.

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

Sir/ Madam,

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

Name of faculty:

Name:

Designation:

Email id:

Mobile Number:

Warm regards,

<Signature>

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

<Designation>

<Email ID>

<Contact Number>

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

<AISHE Code of Institute>

*Filled-in nomination letter signed by the head of the institute or appropriate competent authority of the institute/
university needs to be uploaded on faculty nomination page. In case the letter is found to be incomplete, the
faculty nomination will not be considered in phase-II.