



# OFFICE OF INTERNATIONAL RELATIONS

Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India

Ref No.: 1857/2023/OIR

|                          |
|--------------------------|
| DEPUTY DIRECTOR'S OFFICE |
| No. ....                 |
| 16                       |
| IN 10 MAY 2023           |
| OUT                      |
| IIT KHARAGPUR            |

Date: 08.05.2023

## NOTE

This is to inform you that the IIT Kharagpur – Virginia Tech Joint Certificate Programme in Business Analytics and Artificial Intelligence Cohort – I has been successfully completed. Now, it is required to award the certificates of completion to the participants, who have met the requirements.

Following discussions with the Virginia Tech, a certificate has been designed, which has been agreed by the partner institute.

The certificate is placed for your ~~kind~~ consideration and approval.

Associate Dean, International Relations and Ranking

|  |
|--|
| निदेशक कार्यालय<br>DIRECTOR'S OFFICE   |
| सं./NO.: 1605                          |
| IN 10 MAY 2023                         |
| OUT                                    |
| भा. प्रौ. सं. खड़ापुर<br>IIT KHARAGPUR |

Enclosures:

1. Certificate (sample copy)
2. Email Correspondences

9/9/23  
Dean, Outreach and Alumni Affairs

Deputy Director

Director

Pl. discuss the complete details of the program





This is to certify that

Ramen Chetia

has successfully completed the

**Joint Certificate Programme in  
Business Analytics and Artificial Intelligence**

conducted by

**Indian Institute of Technology Kharagpur & Virginia Tech, USA**

from 10.06.2022 to 28.02.2023

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Jayanta Mukhopadhyay, Dean  
Outreach & Alumni Affairs  
IIT Kharagpur

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Debjani Chakraborty, Associate Dean  
Outreach (CE&T/IoE)  
IIT Kharagpur

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Tarun K. Sen, Managing Director  
Post Graduate Program in Business Analytics  
Virginia Tech, USA

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Shelly Jobst, Director  
Continuing and Professional Education  
Virginia Tech, USA



**Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS**

**From :** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>  
**Subject :** Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS  
**To :** Jayanta Mukhopadhyay <jay@cse.iitkgp.ac.in>  
**Cc :** goutam <goutam@mech.iitkgp.ac.in>, Associate Dean International Relation <adeanir@adm.iitkgp.ac.in>

Mon, Apr 24, 2023 11:09 AM

2 attachments

Sure Sir.

Thanks and Regards,  
Rituparna

---

**From:** "Jayanta Mukhopadhyay" <jay@cse.iitkgp.ac.in>  
**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>  
**Cc:** "goutam" <goutam@mech.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>  
**Sent:** Monday, April 24, 2023 11:03:04 AM  
**Subject:** Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

In that case, we may have Dean (OR) and A. Dean (CET) as the signatories.  
Please write a note and get the template approved by the Director.

---

**From:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>  
**To:** "Jayanta Mukhopadhyay" <jay@cse.iitkgp.ac.in>  
**Cc:** "goutam" <goutam@mech.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>  
**Sent:** Monday, April 24, 2023 11:01:04 AM  
**Subject:** Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

Dear Sir,

Good Morning!

With reference to the trail mail, I am requesting your kind advice regarding the number of signatories that should be included on the certificates of the IIT Kharagpur - Virginia Tech Joint Certificate Course.

In the previous email sent by Prof. Tarun Sen, he has not only mentioned the specific number of people to sign the certificates on their end but also provided the name of the signatories. In this regard, I wanted to confirm if this trail mail is sufficient for us to proceed with the official approvals, or do we need to obtain written communication from Dr. Guru Ghosh, detailing the number of signatories from Virginia Tech's end and their names?



Looking forward to hearing from you.

Thanks and Regards,  
Rituparna

---

**From:** "Tarun Sen" <tksen1@gmail.com>  
**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>  
**Cc:** "King, Lynda" <lsweeney@vt.edu>, "goutam" <goutam@mech.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "Pabitra Mitra" <pabitra@gmail.com>, "tksen" <Tksen@vt.edu>  
**Sent:** Friday, April 21, 2023 4:17:52 PM  
**Subject:** Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

Hi Rituparna,

There will be two signatories from Virginia Tech. Shelly Jobst - she is the Director of Continuing Education and the other signatory will be me. I would request that you have two signatories from IIT KGP. In all 4 signatories.

I will send you a sample with the two signatures from our end.

Thank you.

Tarun

Tarun K. Sen

On Apr 21, 2023, at 12:56 AM, Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in> wrote:

Sure Dr. King.

If I understand correctly, Shelly Jobst will be the signatory from the end of Virginia Tech. Kindly confirm me that my understanding is correct.

Thanks and Regards,  
Rituparna

---

**From:** "King, Lynda" <lsweeney@vt.edu>  
**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>  
**Cc:** "goutam" <goutam@mech.iitkgp.ac.in>, "Associate Dean International Relation" <adeanir@adm.iitkgp.ac.in>, "Pabitra Mitra" <pabitra@gmail.com>, "tksen1" <tksen1@gmail.com>, "tksen" <tksen@vt.edu>  
**Sent:** Thursday, April 20, 2023 10:11:07 PM  
**Subject:** RE: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS



Can we please also add Shelly Jobst to the certificate from VT if they haven't already gone out?

Thank you  
Lynda

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**

700 Tech Center Parkway, Suite 305  
Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>  
**Sent:** Thursday, April 20, 2023 1:03 AM  
**To:** King, Lynda <lsweeney@vt.edu>  
**Cc:** goutam <goutam@mech.iitkgp.ac.in>; Associate Dean International Relation <adeanir@adm.iitkgp.ac.in>; Pabitra Mitra <pabitra@gmail.com>; tksen1 <tksen1@gmail.com>; tksen <tksen@vt.edu>  
**Subject:** Re: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

Thank you so much Dr. King for the information.

With Best Regards,  
Rituparna

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**From:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Cc:** "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>, "Associate Dean International Relation" <[adeanir@adm.iitkgp.ac.in](mailto:adeanir@adm.iitkgp.ac.in)>, "Pabitra Mitra" <[pabitra@gmail.com](mailto:pabitra@gmail.com)>, "tksen1" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>, "tksen" <[tksen@vt.edu](mailto:tksen@vt.edu)>  
**Sent:** Wednesday, April 19, 2023 8:26:22 PM  
**Subject:** RE: DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

Hi Rituparna

We would like just Tarun's signature on the certificate. Thank you again for updating the logo as well!

I know everyone is excited to receive their certificates and final grades! It has been a pleasure working with your team these past months!



Looking forward to the next cohort.  
Lynda

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**  
700 Tech Center Parkway, Suite 305  
Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Sent:** Monday, April 17, 2023 9:15 AM  
**To:** King, Lynda <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Cc:** goutam <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>; Associate Dean International Relation <[adeanir@adm.iitkgp.ac.in](mailto:adeanir@adm.iitkgp.ac.in)>; Pabitra Mitra <[pabitra@gmail.com](mailto:pabitra@gmail.com)>; tksen1 <[tksen1@gmail.com](mailto:tksen1@gmail.com)>; tksen <[tksen@vt.edu](mailto:tksen@vt.edu)>  
**Subject:** DRAFT LAYOUT OF CERTIFICATE FOR JOINT CERTIFICATE COURSE PARTICIPANTS

Dear Dr. King,

I hope this email finds you in good health and high spirits.

In regards to the IIT Kharagpur and Virginia Tech Joint Certificate Course in Business Analytics and Artificial Intelligence, we are now in the process of finalizing the certificates that to be issued to the participants. I have attached a draft layout of the certificate for your perusal. I would greatly appreciate your feedback on the draft layout and any suggestion that you may have.

Additionally, I wanted to inquire about the signatory from your side. Would it be Prof. Tarun Sen or Prof. Guru Ghosh or both or anyone else? If two signatories are required to sign the certificate from both the Institutes, the signatory from our end would be [Prof. Jayanta Mukhopadhyay \( Dean, Outreach & Alumni Affairs, IIT KHARAGPUR\)](#) and [Prof. Pabitra Mitra \(Professor, Department of Computer Science and Engineering, IIT Kharagpur and Course Coordinator, IIT KGP - VT Joint Certificate Course in Business Analytics and Artificial Intelligence\)](#). If only one signatory is required from each Institute to sign the certificate, then Prof. Jayanta Mukhopadhyay would be the signatory from our end. It would be highly helpful for us to known who would be signing the certificate from your end, so that we can ensure that the final certificate is accurate and complete. After all the necessary revisions have been made, the final design of the certificate would be prepared and sent for approval and digital signature.



Thank you for your cooperation and support throughout this course. I look forward to your response.

Thanks and regards,  
Rituparna

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068



**RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK****From :** King, Lynda <lsweeney@vt.edu>

Thu, Apr 27, 2023 06:31 PM

**Subject :** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

📎 5 attachments

**To :** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>, Rhodes, Kim <rhodesk@vt.edu>**Cc :** tksen1 <tksen1@gmail.com>, jay <jay@cse.iitkgp.ac.in>, goutam <goutam@mech.iitkgp.ac.in>, Pabitra Mitra <pabitra@gmail.com>, Ghosh, Guru <gghosh@vt.edu>, Jobst, Shelly <sjobst@vt.edu>

Perfect!

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**

700 Tech Center Parkway, Suite 305  
Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>

**Sent:** Thursday, April 27, 2023 2:25 AM

**To:** Rhodes, Kim <rhodesk@vt.edu>; King, Lynda <lsweeney@vt.edu>

**Cc:** tksen1 <tksen1@gmail.com>; jay <jay@cse.iitkgp.ac.in>; goutam <goutam@mech.iitkgp.ac.in>; Pabitra Mitra <pabitra@gmail.com>; Ghosh, Guru <gghosh@vt.edu>; Jobst, Shelly <sjobst@vt.edu>

**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Please accept my apologies for the mistake I made.

The final and modified version of the certificate has been attached to this mail.

Thanks and Regards,

Rituparna

---

**From:** "Rhodes, Kim" <[rhodesk@vt.edu](mailto:rhodesk@vt.edu)>

**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>, "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>

**Cc:** "tksen1" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>, "jay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>, "Pabitra Mitra" <[pabitra@gmail.com](mailto:pabitra@gmail.com)>, "Ghosh, Guru" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>, "Jobst, Shelly" <[sjobst@vt.edu](mailto:sjobst@vt.edu)>

**Sent:** Wednesday, April 26, 2023 10:30:53 PM

**Subject:** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

It should not be "Relations", but "Affairs"

Thank you.

Kim

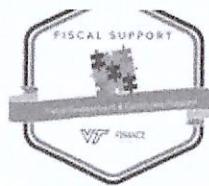
---

**Kimberly Rhodes**  
**Executive Assistant for Guru Ghosh, Vice**  
**President for**  
**Outreach and International Affairs**  
**(540) 231-3205**

**Virginia Tech**  
**Gateway Center**  
**902 Prices Fork Road, Suite**  
**120**  
**Mail Code (0265)**  
**Blacksburg, Virginia 24061**

Be committed. Be well.

 VIRGINIA  
TECH.



**From:** Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Sent:** Wednesday, April 26, 2023 1:00 PM  
**To:** King, Lynda <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Cc:** tksen1 <[tksen1@gmail.com](mailto:tksen1@gmail.com)>; jay <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>; goutam <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>; Pabitra Mitra <[pabitra@gmail.com](mailto:pabitra@gmail.com)>; Ghosh, Guru <[gghosh@vt.edu](mailto:gghosh@vt.edu)>; Rhodes, Kim <[rhodesk@vt.edu](mailto:rhodesk@vt.edu)>  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Dear Dr. King,

No problem.

The revised text for the section below Professor Tarun Sen's signature is as follows:

Prof. Tarun Sen  
Managing Director PGPBA  
Outreach and International Relations  
Virginia Tech, USA

Submitted for your kind approval.

Thanks and Regards,  
Rituparna

---

**From:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>, "tksen1" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>  
**Cc:** "jay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>, "Pabitra Mitra" <[pabitra@gmail.com](mailto:pabitra@gmail.com)>, "Ghosh, Guru" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>, "Rhodes, Kim" <[rhodesk@vt.edu](mailto:rhodesk@vt.edu)>  
**Sent:** Wednesday, April 26, 2023 6:08:15 PM  
**Subject:** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Hi Rituparna

Can we have the words "Office of" removed from the section under Tarun's signature so it just reads Outreach and International Affairs?

Apologies for not catching that earlier!

Thank you  
Lynda

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**  
700 Tech Center Parkway, Suite 305  
Newport News, VA 23606



**From:** King, Lynda  
**Sent:** Wednesday, April 26, 2023 8:31 AM  
**To:** [rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in); [tksen1@gmail.com](mailto:tksen1@gmail.com)  
**Cc:** [jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in); [goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in); Pabitra Mitra [pabitra@gmail.com](mailto:pabitra@gmail.com); Ghosh, Guru [gghosh@vt.edu](mailto:gghosh@vt.edu); Rhodes, Kim [rhodesk@vt.edu](mailto:rhodesk@vt.edu)  
**Subject:** FW: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Looks perfect! Thank you, Rituparna

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**  
700 Tech Center Parkway, Suite 305  
Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Sent:** Wednesday, April 26, 2023 1:43 AM  
**To:** [tksen1@gmail.com](mailto:tksen1@gmail.com); King, Lynda <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Cc:** [jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in); [goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in); Pabitra Mitra [pabitra@gmail.com](mailto:pabitra@gmail.com)  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Dear Prof. Sen/Dr. King,

Please find attached the modified certificate for your kind perusal and approval.

Thanks and Regards,  
Rituparna

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**From:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**To:** "Tarun Sen" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>  
**Cc:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Sent:** Tuesday, April 25, 2023 6:21:01 PM  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Sure Prof. Sen. I will provide you with the updated version shortly.

Thanks and Regards,  
Rituparna

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**From:** "Tarun Sen" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>  
**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Cc:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Sent:** Tuesday, April 25, 2023 5:19:01 PM  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Hi Rituparna,

Please use the logo for Virginia Tech using the following guidelines. You will also find the current logo here.

<https://brand.vt.edu/identity/logo.html>

Thank you.

Tarun

On Tue, Apr 25, 2023 at 1:15 AM Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)> wrote:

Dear Sirs and Mesdames,

I am writing this mail to request your feedback on the final design of the certificate that has been attached to this mail.

You are being requested to kindly go through the final design of the certificate, review it and let us know if you have any suggestions or modifications that you would like to make. Kindly provide your feedback by 27th of April, 2023 (Thursday). If we do not receive any response from you by this date, we will assume that you are okay with the design and that no further modifications are necessary.

Thanks and Regards,  
Rituparna

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

--  
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Kharagpur- 721302, India  
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Rituparna Chakraborty  
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Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

**From :** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>  
**Subject :** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Thu, Apr 27, 2023 11:55 AM

📎 5 attachments

**To :** Kim Rhodes <rhodesk@vt.edu>, King, Lynda <lsweeney@vt.edu>  
**Cc :** tksen1 <tksen1@gmail.com>, jay <jay@cse.iitkgp.ac.in>, goutam <goutam@mech.iitkgp.ac.in>, Pabitra Mitra <pabitra@gmail.com>, Ghosh, Guru <gghosh@vt.edu>, Jobst, Shelly <sjobst@vt.edu>

Please accept my apologies for the mistake I made.

The final and modified version of the certificate has been attached to this mail.

Thanks and Regards,  
Rituparna

---

**From:** "Rhodes, Kim" <rhodesk@vt.edu>  
**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>, "King, Lynda" <lsweeney@vt.edu>  
**Cc:** "tksen1" <tksen1@gmail.com>, "jay" <jay@cse.iitkgp.ac.in>, "goutam" <goutam@mech.iitkgp.ac.in>, "Pabitra Mitra" <pabitra@gmail.com>, "Ghosh, Guru" <gghosh@vt.edu>, "Jobst, Shelly" <sjobst@vt.edu>  
**Sent:** Wednesday, April 26, 2023 10:30:53 PM  
**Subject:** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Thank you.

Kim

**Kimberly Rhodes**  
**Executive Assistant for Guru Ghosh, Vice**  
**President for**  
**Outreach and International Affairs**  
**(540) 231-3205**

**Virginia Tech**  
**Gateway Center**  
**902 Prices Fork Road, Suite**  
**120**  
**Mail Code (0265)**  
**Blacksburg, Virginia 24061**

Be committed. Be well.

 **VIRGINIA**  
**TECH.**



**From:** Ms Rituparna Chakraborty <rituparna@adm.iitkgp.ac.in>

**Sent:** Wednesday, April 26, 2023 1:00 PM

**To:** King, Lynda <lsweeney@vt.edu>

**Cc:** tksen1 <tksen1@gmail.com>; jay <jay@cse.iitkgp.ac.in>; goutam <goutam@mech.iitkgp.ac.in>;

Pabitra Mitra <pabitra@gmail.com>; Ghosh, Guru <gghosh@vt.edu>; Rhodes, Kim <rhodesk@vt.edu>

**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Dear Dr. King,

No problem.

The revised text for the section below Professor Tarun Sen's signature is as follows:

**Prof. Tarun Sen**  
**Managing Director PGPBA**  
**Outreach and International Relations**  
**Virginia Tech, USA**

Submitted for your kind approval.

Thanks and Regards,  
Rituparna

**From:** "King, Lynda" <lsweeney@vt.edu>

**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>, "tksen1" <tksen1@gmail.com>

**Cc:** "jay" <jay@cse.iitkgp.ac.in>, "goutam" <goutam@mech.iitkgp.ac.in>, "Pabitra Mitra" <pabitra@gmail.com>, "Ghosh, Guru" <gghosh@vt.edu>, "Rhodes, Kim" <rhodesk@vt.edu>

**Sent:** Wednesday, April 26, 2023 6:08:15 PM

**Subject:** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Hi Rituparna

Can we have the words "Office of" removed from the section under Tarun's signature so it just reads Outreach and International Affairs?

Apologies for not catching that earlier!

Thank you  
Lynda

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**

700 Tech Center Parkway, Suite 305

Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** King, Lynda

**Sent:** Wednesday, April 26, 2023 8:31 AM

**To:** [rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in); [tksen1@gmail.com](mailto:tksen1@gmail.com)

**Cc:** [jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in); [goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in); Pabitra Mitra <[pabitra@gmail.com](mailto:pabitra@gmail.com)>; Ghosh, Guru <[gghosh@vt.edu](mailto:gghosh@vt.edu)>; Rhodes, Kim <[rhodesk@vt.edu](mailto:rhodesk@vt.edu)>

**Subject:** FW: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Looks perfect! Thank you, Rituparna

Lynda King | Administrative and Program Coordinator, Newport News Center

**Virginia Tech | Outreach and International Affairs**

700 Tech Center Parkway, Suite 305

Newport News, VA 23606

[lsweeney@vt.edu](mailto:lsweeney@vt.edu) | 757-964-8855 (office) | [newportnews.vt.edu](http://newportnews.vt.edu)



**From:** Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>

**Sent:** Wednesday, April 26, 2023 1:43 AM

**To:** [tksen1@gmail.com](mailto:tksen1@gmail.com); King, Lynda <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>

**Cc:** [jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in); [goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in); Pabitra Mitra <[pabitra@gmail.com](mailto:pabitra@gmail.com)>

**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Dear Prof. Sen/Dr. King,

Please find attached the modified certificate for your kind perusal and approval.

Rituparna

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**From:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**To:** "Tarun Sen" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>  
**Cc:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Sent:** Tuesday, April 25, 2023 6:21:01 PM  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Sure Prof. Sen. I will provide you with the updated version shortly.

Thanks and Regards,  
Rituparna

---

**From:** "Tarun Sen" <[tksen1@gmail.com](mailto:tksen1@gmail.com)>  
**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**Cc:** "King, Lynda" <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Sent:** Tuesday, April 25, 2023 5:19:01 PM  
**Subject:** Re: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK

Hi Rituparna,  
Please use the logo for Virginia Tech using the following guidelines. You will also find the current logo here.

<https://brand.vt.edu/identity/logo.html>

Thank you.

Tarun

On Tue, Apr 25, 2023 at 1:15 AM Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)> wrote:

Dear Sirs and Mesdames,

I am writing this mail to request your feedback on the final design of the certificate that has been attached to this mail.

You are being requested to kindly go through the final design of the certificate, review it and let us know if you have any suggestions or modifications that you would like to make. Kindly provide your feedback by 27th of April, 2023 (Thursday). If we do not receive any response from you by this date, we will assume that you are okay with the design and that no further modifications are necessary.

Thanks and Regards,  
Rituparna

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Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

--  
Rituparna Chakraborty  
Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

--  
Rituparna Chakraborty  
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--

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Data Management Executive  
Office of International Relations  
Indian Institute of Technology Kharagpur  
Kharagpur- 721302, India  
Desk No.: 03222-281068

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 **FINAL VERSION OF CERTIFICATE.jpg**

769 KB

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**From :** Rhodes, Kim <[rhodesk@vt.edu](mailto:rhodesk@vt.edu)>  
**Subject :** RE: FINAL DESIGN OF CERTIFICATE : REQUEST FOR FEEDBACK  
**To :** Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>, King, Lynda <[lsweeney@vt.edu](mailto:lsweeney@vt.edu)>  
**Cc :** tksen1 <[tksen1@gmail.com](mailto:tksen1@gmail.com)>, jay <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, goutam <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>, Pabitra Mitra <[pabitra@gmail.com](mailto:pabitra@gmail.com)>, Ghosh, Guru <[gghosh@vt.edu](mailto:gghosh@vt.edu)>, Jobst, Shelly <[sjobst@vt.edu](mailto:sjobst@vt.edu)>

Wed, Apr 26, 2023 10:30 PM

 4 attachments

**Re: Signatures on the IIT KGP - VT Certificate**

**From :** Ms Rituparna Chakraborty  
<rituparna@adm.iitkgp.ac.in>

Sat, May 06, 2023 11:25 PM

**Subject :** Re: Signatures on the IIT KGP -  
VT Certificate

**To :** Tarun Sen <tksen@vt.edu>

**Cc :** jay <jay@cse.iitkgp.ac.in>,  
goutam  
<goutam@mech.iitkgp.ac.in>,  
Pabitra Mitra  
<pabitra@gmail.com>, King,  
Lynda <lsweeney@vt.edu>,  
Ghosh, Guru <gghosh@vt.edu>

Okay Prof. Sen.

Thanks and Regards,  
Rituparna

---

**From:** "Tarun Sen" <tksen@vt.edu>

**To:** "Ms Rituparna Chakraborty"

<rituparna@adm.iitkgp.ac.in>

**Cc:** "jay" <jay@cse.iitkgp.ac.in>, "goutam"

<goutam@mech.iitkgp.ac.in>, "Pabitra Mitra"

<pabitra@gmail.com>, "King, Lynda" <lsweeney@vt.edu>,

"Ghosh, Guru" <gghosh@vt.edu>

**Sent:** Saturday, May 6, 2023 8:38:55 PM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Dear Rituparna,



There are no more changes from our end. Please move forward with this version.

Thank you.

Tarun

**Tarun Sen Ph.D. | Managing Director Strategic Educational Initiatives**  
Outreach and International Affairs | Virginia Tech | 902 Prices Fork Road, Suite 120 | Blacksburg, Va 24061  
+1.703.419.0165 | [www.outreach.vt.edu](http://www.outreach.vt.edu)

On Thu, May 4, 2023 at 7:38 AM Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)> wrote:

Dear Prof. Sen,

Please find attached the final design of the certificate, for your kind perusal and approval.

Thanks and Regards,  
Rituparna

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**From:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>  
**To:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>  
**Sent:** Monday, May 1, 2023 10:38:22 PM  
**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Thank you so much Prof. Sen.

With Best Regards,  
Rituparna

---

**From:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>  
**To:** "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>

1990-1991  
Yearbook

**Sent:** Monday, May 1, 2023 9:15:38 PM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Here you go Rituparna.

Tarun

Tarun Sen Ph.D. | Managing Director Strategic Educational Initiatives

Outreach and International Affairs | Virginia Tech | 902 Prices Fork Road, Suite 120 | Blacksburg, Va 24061

+1.703.419.0165 | [www.outreach.vt.edu](http://www.outreach.vt.edu)

On Mon, May 1, 2023 at 9:30 AM Ms Rituparna Chakraborty <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)> wrote:

Dear Prof. Sen,

Unfortunately, I could not locate the attachment. I apologize for the inconvenience and request you to kindly resend it to me.

Thanks and Regards,  
Rituparna

---

**From:** "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>

**To:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>

**Cc:** "Jayanta Mukhopadhyay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "Dean Outreach" <[deanor@adm.iitkgp.ac.in](mailto:deanor@adm.iitkgp.ac.in)>, "Guru Ghosh" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>, "Ms Rituparna Chakraborty" <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>

**Sent:** Friday, April 28, 2023 9:57:10 PM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Thank you Tarun da. I am passing on to Rituparna.

Regards,

Goutam

---

**From:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>

**To:** "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>

**Cc:** "Jayanta Mukhopadhyay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "Dean Outreach"



**Re: Signatures on the IIT KGP - VT Certificate**

**From :** Ms Rituparna Chakraborty  
<rituparna@adm.iitkgp.ac.in>

Mon, May 01, 2023 10:38 PM

📎 1 attachment

**Subject :** Re: Signatures on the IIT KGP - VT Certificate

**To :** Tarun Sen <tksen@vt.edu>

Thank you so much Prof. Sen.

With Best Regards,  
Rituparna

---

**From:** "Tarun Sen" <tksen@vt.edu>  
**To:** "Ms Rituparna Chakraborty" <rituparna@adm.iitkgp.ac.in>  
**Sent:** Monday, May 1, 2023 9:15:38 PM  
**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Here you go Rituparna.

Tarun

Tarun Sen Ph.D. | Managing Director Strategic Educational Initiatives  
Outreach and International Affairs | Virginia Tech | 902 Prices Fork Road, Suite 120 | Blacksburg, Va 24061  
+1.703.419.0165 | [www.outreach.vt.edu](http://www.outreach.vt.edu)

On Mon, May 1, 2023 at 9:30 AM Ms Rituparna Chakraborty  
<[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)> wrote:

Dear Prof. Sen,

Unfortunately, I could not locate the attachment. I apologize for the inconvenience and request you to kindly resend it to me.

Thanks and Regards,  
Rituparna

---

**From:** "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>  
**To:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>  
**Cc:** "Jayanta Mukhopadhyay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "Dean Outreach" <[deanor@adm.iitkgp.ac.in](mailto:deanor@adm.iitkgp.ac.in)>, "Guru Ghosh" <[aahosh@vt.edu](mailto:aahosh@vt.edu)>, "Ms



ରିତୁପର୍ନା ଚନ୍ଦ୍ରାବ୍ଦୀ <[rituparna@adm.iitkgp.ac.in](mailto:rituparna@adm.iitkgp.ac.in)>

**Sent:** Friday, April 28, 2023 9:57:10 PM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Thank you Tarun da. I am passing on to Rituparna.

Regards,  
Goutam

---

**From:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>

**To:** "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>

**Cc:** "Jayanta Mukhopadhyay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "Dean Outreach" <[deanor@adm.iitkgp.ac.in](mailto:deanor@adm.iitkgp.ac.in)>, "Guru Ghosh" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>

**Sent:** Friday, April 28, 2023 6:57:35 PM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Dear Goutam,

Please find attached a sample certificate that we use. This may be useful to you.

Thank you.

Tarun

Tarun Sen Ph.D. | Managing Director Strategic Educational Initiatives

Outreach and International Affairs | Virginia Tech | 902 Prices Fork Road, Suite 120 | Blacksburg, Va 24061

+1.703.419.0165 | [www.outreach.vt.edu](http://www.outreach.vt.edu)

On Fri, Apr 28, 2023 at 9:20 AM Tarun Sen <[tksen1@gmail.com](mailto:tksen1@gmail.com)> wrote:

Dear Goutam,

I just discussed this with Guru. Our protocols will have a problem with some identification put in front of our names - such as - Ms or Professor. However, adding Virginia Tech USA at the end is fine. I will also send you a sample certificate that we use.

Thank you.

Tarun

Tarun K. Sen



On Apr 28, 2023, at 7:57 AM, Tarun Sen <[tksen1@gmail.com](mailto:tksen1@gmail.com)> wrote:

Goutam,  
Let me ask Guru about that. Thank you.

Tarun

Tarun K. Sen

On Apr 28, 2023, at 2:40 AM, [goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in) wrote:

Can we keep the title before the names, e.g., Prof. Tarun Sen and Ms Shelly Jobst? Also after the designation we may keep Virginia Tech, USA, if agreed.

Regards,  
Goutam

---

**From:** "Jayanta Mukhopadhyay" <[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>

**To:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>

**Cc:** "Dean Outreach" <[deanor@adm.iitkgp.ac.in](mailto:deanor@adm.iitkgp.ac.in)>, "Guru Ghosh" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>, "goutam" <[goutam@mech.iitkgp.ac.in](mailto:goutam@mech.iitkgp.ac.in)>

**Sent:** Friday, April 28, 2023 12:09:45 AM

**Subject:** Re: Signatures on the IIT KGP - VT Certificate

Thank you Tarunda for your confirmation.  
Requesting Goutam to take approval from the Director on the format of the certificate with names of our signatories.

regards,  
Jayanta

---

**From:** "Tarun Sen" <[tksen@vt.edu](mailto:tksen@vt.edu)>

**To:** "Jayanta Mukhopadhyay"

<[jay@cse.iitkgp.ac.in](mailto:jay@cse.iitkgp.ac.in)>, "Dean Outreach"

<[deanor@adm.iitkgp.ac.in](mailto:deanor@adm.iitkgp.ac.in)>

**Cc:** "Guru Ghosh" <[gghosh@vt.edu](mailto:gghosh@vt.edu)>

**Sent:** Thursday April 27 2023 9:59:21 PM



**Subject: Signatures on the IIT KGP - VI  
Certificate**

Dear Jayanta,

I hope you are doing well.

This is to confirm that the VT signatures on the joint IIT  
KG甫 - Virginia Tech certificate program will be:

Shelly Jobst

Director Continuing and Professional Education

and

Tarun Sen

Managing Director Post Graduate Program in Business  
Analytics

If you have any questions, please let me or Guru know.

Thank you and best wishes.

Tarun

Tarun Sen Ph.D. | Managing Director Strategic Educational Initiatives  
Outreach and International Affairs | Virginia Tech | 902 Prices Fork Road, Suite 120 |  
Blacksburg, Va 24061  
+1.703.419.0165 | [www.outreach.vt.edu](http://www.outreach.vt.edu)

--  
Dr. Goutam Chakraborty  
Professor, Department of Mechanical Engineering  
Associate Dean, International Relations and Ranking  
Indian Institute of Technology Kharagpur  
Kharagpur, INDIA-721302  
Ph: (91)3222-282994

--  
Dr. Goutam Chakraborty  
Professor, Department of Mechanical Engineering  
Associate Dean, International Relations and Ranking

