

**To**

**Dr. Anasuya N J**

The Head of Department

Department of Computer Science and Engineering (AI & ML)

DBIT

**Subject: Request for Permission to Attend Internship at Unified Mentors Private Limited**

Dear Madam,

I am writing to kindly request your permission to attend an internship at Unified Mentors Private Limited, a reputed MSME and ISO-certified organization, where I have been offered the position of Data Analyst. This internship will span a period of four months and aligns perfectly with the timings prescribed by the college.

The internship at Unified Mentors Private Limited will provide me with invaluable industry exposure, allowing me to apply and enhance the technical skills and concepts I have learned during my coursework, particularly in the areas of data analysis and machine learning. As the organization is approved and certified, it will ensure that I receive a structured and professional learning experience, which is essential for my career development.

I assure you that I will adhere to all academic requirements and deadlines throughout this period, ensuring that my internship does not interfere with my academic responsibilities.

Kindly grant me permission to proceed with this internship opportunity.

Thanking you.

Yours sincerely,

**Yashas K A**

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Department of CSE (AI & ML)