



5486 South Superhighway,
Bangkal, Makati City.

September 26, 2023

Justin Aquino
IT Director
Comfac Global Group Technology Center
563 Calbayog St, Mandaluyong, 1550 Metro Manila

Dear Ma'am:

In line with our objective of providing our students with a holistic, quality and relevant computer- based education in all disciplines, we have always emphasized a dynamic curriculum; hence, instruction is pragmatic in approach. Students therefore are given the best training after having finished the theoretical requirements in school.

It is in this context that the **AMA COMPUTER COLLEGE MAKATI** hereby endorses **Jhesryl S. Gucila**, student of **BSCPE** program, to undergo training in your company. He is required to complete the minimum but not limited to **240 hours** of training.

In support of this collaboration, and to enable the student to maximize his time and learning with your company and ensure his safety as well, may we request that the student:

- be assigned to areas or given work assignments that are meaningful and will make use of the students' competencies and skills in the discipline thru internship;
- not be given personal and menial tasks that are unrelated to the discipline;
- not be given work assignments that are dangerous or will expose him to risk or harm by allowing him to do Face to face/ Onsite Task internship;
- be dealt with in a professional manner and all office transactions and interactions between the student and the Company's employees be strictly confined to professional work dealings, and engagements

Thank you and we look forward to our continuing partnership in the development of our students and soon-to-be professionals.

Truly yours,

Marvin G. Galindo
OJT-Coordinator, College of Computer Studies

As part of our unyielding commitment for advanced IT Education & Academic excellence, we offer the following graduate programs:

Master of Science in Computer Science Master in Business Administration Master in Information

Technology Doctor of Business Administration Master of Arts in Computer EducationDoctor of
Information Technology