

# UNIVERSITY OF DAR ES SALAAM

## College of Information and Communication Technologies

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Date: 25<sup>th</sup> July, 2016

Your Ref:.....

Our Ref: CoICT/PT/050/2016

To: .....  
.....  
.....  
.....

Dear Sir/Madam,

**Re: STUDENT'S INTRODUCTION FOR PRACTICAL TRAINING AT YOUR COMPANY/ORGANIZATION/INSTITUTION**

Please refer to our previous correspondence over matters concerning Practical Training (PT) attachment for undergraduate students pursuing bachelor degree courses in Telecommunication Engineering, Computer Science, Electronics Science and Communication, Computer Engineering and Information Technology at the College of Information and Communication Technologies (CoICT), University of Dar es Salaam.

We are grateful for having positively responded to our request and accept to accommodate our students for eight weeks of their PT starting on ..... to ..... It is in this respect that we introduce to you Mr/Ms....., who our first/second/third year student with registration number is.....studying Bachelor of Science in .....

In this PT exercise, there is no direct financial implication to your organization, other than the use of your facilities and expertise. The PT part of our programmes is supposed to be collaboratively supervised and examined by your staff and our instructors who usually visit the students towards the middle of the PT period.

Thanking you very much for your cooperation.

Yours sincerely,

Dr. S. Naiman,

PT Coordinator, CoICT.

