Office of the College Secretary,

College of Medicine Enugu.

14th May, 2024

The Registrar

Through:

The College Secretary,

College of Medicine Enugu.

Sir,

**APPLICATION FOR CONFIRMATION OF MY APPOINTMENT**

I humbly apply for confirmation of my appointment as a staff of Enugu State University of Science and Technology (ESUT).

I was employed as Administrative Assistant on 1st June 2022 and I assumed duty on 3rd June, 2022 and have been discharging my duties diligently at ESUT College of Medicine till date.

My appointment has been regularized as Administrative Assistant.

Attached to this application are photocopies of my appointment letter and letter of Regularization of my appointment for your perusal.

Thanks and remain blessed.

Yours Faithfully,

**Nnaji Nnaemeka Emmanuel**

**Phone no. 08068822168**