Ref : MMU/FIST/1211206774/2023/2230

Date : 17th April 2023

TO WHOM IT MAY CONCERN

Dear Sir / Madam

Re: CONFIRMATION OF STUDENT'S STATUS AND INDUSTRIAL TRAINING PROGRAMME

LOOI GUANG YONG (030303-08-0827,1211206774), a final year diploma student at Multimedia University is currently undertaking the **Diploma in Information Technology (DIT)** programme.

Industrial Training is part of the requirement of the Diploma Programme. The main objective of this programme is to expose students to practical working experiences. As such, this student is looking for a possibility of being attached to your establishment. The duration of the programme is approximately 3 months and is expected to commence on **17th July 2023 – 15th October 2023.**

I would appreciate if you could appoint a supervisor within your establishment to supervise the student's overall performance. The supervisor's evaluation will form part of the student's assessment of this programme. We would appreciate if you could assign a minimum of **one** project to the student during the training.

We would also appreciate if you could accept the above-mentioned student as a trainee at your establishment and reply before 14thJuly2023. You may arrange an interview to assess the above student. If you decide to accept this student as a trainee, kindly fill up the attached confirmation form and return to us for further action.

Should you require further clarification, do not hesitate to contact the following:

No.	Name	Tel. No.	E-mail
1.	Mr.Suhaimi bin sarip	06-2523533	suhaimi2.sarip@mmu.edu.my
2.	Farah Izzati Yussoff	06-252 3040	farah.yussoff@mmu.edu.my

Thank you.

Yours faithfully,

Farah Izzati Yussoff
ITP Coordinator (DIT)
Faculty of Information Science and Technology
Email: farah.yussoff@mmu.edu.my
Contact: 019-5170686

Universiti Telekom Sdn. Bhd. (436821-T)
Faculty of Information Science & Technology (FIST)
Multimedia University
Jalan Ayer Keroh Lama, 75450 Melaka
Tel: +606 252 3551
e-mail : myyew@mmu.edu.my
Url: https://www.mmu.edu.my/fist/