To The Vice Chancellor,

Through

CoD,

Dean,

Registrar AA,

DVC AA,  
Meru University of Science and Technology,  
P.O. Box 972-60200,

Meru, Kenya.

**Dear Sir,**

**RE: REQUEST FOR AN ACADEMIC TRIP AT THE DIRECTORATE OF CRIMINAL INVESTIGATIONS COMPUTER LABORATORY**

I hope this message finds you well. On behalf of the Bachelor of Science in Computer Security and Forensics Fourth year students, I am writing to formally request your support in facilitating academic trip for our class of 46 students at the Directorate of Criminal Investigations computer laboratory on 28th March 2025 .As future professionals in the field of computer security and forensics, gaining practical, real-world exposure is important to complementing our theoretical knowledge. The DCI, being a key player in cybercrime investigation and forensic analysis, offers an ideal environment where we can enhance our skills, understand investigative processes, and apply the concepts we have learned in our coursework. We are eager to contribute our technical abilities while learning from experienced professionals. Thank you for your consideration and continued support.

Yours sincerely,

Dr.Dorothy Bundi,

Course Advisor.