

# KYAMBOGO UNIVERSITY

P.O. BOX 1 KYAMBOGO, KAMPALA - UGANDA

Tel: +256 - 41- 4285272, Fax: 256 - 414 - 220464

Email: [dengineering@kyu.ac.ug](mailto:dengineering@kyu.ac.ug), Website: [www.kyu.ac.ug](http://www.kyu.ac.ug)

## Office of the Dean Faculty of Engineering

6th June, 2023

To:


.....  
.....

Dear Sir/Madam,

RE: INTRODUCTORY LETTER FOR INDUSTRIAL TRAINING.

This is to introduce you **HENRY JOSEPH PHILLIP** a student of Kyambogo University under Faculty of Engineering. He/ She is pursuing **Bachelors of Engineering in Mechanical and Manufacturing Engineering** and has expressed interest to carry out his /her Industrial Training in your esteemed organization. As one of the requirements of this study programme, students must undergo Industrial Training in a reputable firm under the supervision of a technical member of staff of the industry. The purpose of the industrial training is to enable students to gain the technical competences in the workplace and supplement their academic work. For this academic year, the industrial training exercise is starting 15th November, 2023. We, therefore, request you to offer the above-named student the opportunity to train in your organization. Your assistance in this noble cause will be highly appreciated by Kyambogo University.

Yours faithfully,

  
Dr. Anne Nakagiri  
DEAN FACULTY OF ENGINEERING  
