



UNIVERSITY OF ENERGY AND NATURAL RESOURCES, SUNYANI

UNIVERSITY STUDENTS INDUSTRIAL ATTACHMENT OFFICE

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Our Ref: UENR/USIA/05/22

DATE: 30th May, 2022

To Whom It May Concern

Dear Sir/Madam,

REQUEST FOR INDUSTRIAL PLACEMENT IN YOUR ORGANIZATION

Mr. Ahmed Ibn Ahmed is a student pursuing **BSc. Petroleum Engineering at the Department of Energy and Petroleum Engineering**, University of Energy and Natural Resources, Sunyani.

As part of the 4-year degree programme being offered by the University, it is a requirement for all students in the third year to undertake compulsory internship with appropriate industries to complement the academic training we offer them. It will therefore be very much appreciated if you could offer **Ahmed** the opportunity to undergo this training in your organization. We acknowledge that the student will gain rich and relevant knowledge and skills. We also train our students to contribute the best of their knowledge wherever they may find themselves. We would therefore appreciate it if the student is exposed to **ALL** the departments or areas within the organization, if possible.

Mr. Ahmed Ibn Ahmed is expected to spend a minimum of 8 weeks during which a team of lecturers will visit your organization (actual date would be communicated later) to evaluate the performance of the student, as a policy of the University. The evaluation will be done with the support of the immediate supervisor of the student at your organization.

Could you please therefore **confirm** the availability of your facility for the training of **Mr. Ahmed Ibn Ahmed**. Your support would help provide the requisite competences and skills needed by the student to meet the demands of the industry.

Thank you.

Yours faithfully,

Ismaila Emahi (PhD)
(Coordinator, USIA)

