

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF EDUCATION,
SCIENCE AND TECHNOLOGY

ARUSHA TECHNICAL COLLEGE



In reply please quote:

Ref No.: ATC/IPT/2024/01

Date: 09th January, 2024

.....,
.....,
P. O. Box
.....

Dear Sir/Madam,

RE: REQUEST FOR INDUSTRIAL PRACTICAL TRAINING (IPT) PLACEMENTS

Please refer to the above subject.

This is to introduce and certify that **Mr./Miss**
with Admission No. is a full time student at Arusha Technical
College undergoing a three years Bachelor Degree course,
in..... He/She will complete
the second semester of his/her..... academic year (National Technical Award
(NTA) level) in July this year 2024. He/She was expected to undergo the Industrial Practical
Training for **Eight weeks from 15th July to 06th September, 2024.**

During the training he/she gained professional experience by working in the College
workshops/laboratories, one full day per week during the two semesters (thirty weeks).

With this said, I am humbly and kindly requesting you to accept him/her for training in your
company for the above mentioned period. Your co-operation and contribution to this matter shall
be of great importance to the students, College and the Nation as a whole.

Yours faithfully

Dr. Mwanza, J.S.
Industrial Liaison Officer
Arusha Technical College.

For: RECTOR
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