



# UNIVERSITY OF CALOOCAN CITY

*Biglang Awa St. Catleya cor., 12th Ave., Caloocan City*

*South Campus*

*Tel # 310-6855*



January 17, 2025

The Department Chair  
COMPUTER SCIENCE DEPARTMENT  
University of Caloocan City

Dear Sir/Madam:

I am writing this letter to endorse **BORERES, JESPER M.**, a student of **Bachelor of Science in Information System**, to undergo On-the-Job Training at your company, **COMMISSION ON AUDIT (COA)**. The student is required to complete **400** training hours as part of the curriculum requirements.

We hope that you will give our student the opportunity to gain practical knowledge and experience in their field of study. Rest assured that our student will comply with your company policies and regulations.

Thank you very much for your kind consideration.

Respectfully yours,

**VICENTE TABACOLDE**  
OJT Coordinator

**Noted by:**

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Department Chair