**APPLICATION FOR THE ON-THE-JOB TRAINING**

Date: February 05, 2025

**To:**

Go Baluyot & Adion Law Office

2nd Floor Sound Options Bldg. Mac Arthur Highway, Ligtasan, Tarlac City

Dear Sir, Jose Marie M. Baluyot:

I am a graduating student taking up Bachelor of Science in Information Technology at Tarlac State University. I am required to undergo an On-the-Job Training for a minimum of 486 hours. This is in partial fulfilment of the requirements of the program.

I am applying in your company as an intern because I believe that the experience I will obtain will surely enhance my skills and acquire additional knowledge in the field of Information Technology.

I am hoping for your favourable feedback with this application. You can reach me at 09182698011 in your most available time. Thank you and God Bless!

Very truly yours,

**Miles David M. Damian**

Trainee