

Reference : 100-KM (HEA/FPP/1/1)

Date : 8 October 2024

MINISTRY OF INVESTMENT, TRADE AND INDUSTRY (MITI)

Menara MITI @ KL Metropolis,
7, Jalan Sultan Haji Ahmad Shah, Kompleks Kerajaan
50480 Kuala Lumpur
W.P KUALA LUMPUR

Dear Sir / Madam,

APPLICATION FOR ACADEMIC VISIT TO MITI

With all due respect, I refer to the matter above.

2. My name is Aini Qamariah binti Mohd Yusof, lecturer from Faculty of Business and Management, UiTM Cawangan Melaka, Kampus Alor Gajah would like to apply for an academic visit to your company on the following schedule:

Date : 12/12/2024

Day : Thursday

Time : 10am – 12pm or 2pm – 4pm (based on company's availability) Number of students :
25 Students

Accompanying Officer 1 : Mrs. Aini Qamariah binti Mohd Yusof (Lecturer)

3. For your information, the purpose of this academic visit is to gain knowledge and exposure to international business activities at your esteemed organization. This is one of our coursework requirements for the subject **Introduction to International Business (MGT361)**.

4. In this regard, we would like to request your kind approval to conduct this academic visit as requested above. Should you have any inquiries you can contact me, **Aini Qamariah binti Mohd Yusof (+60164441497/ ainiqmy@uitm.edu.my)**. Your consideration and cooperation regarding this request are greatly appreciated.

Thank you.

اوسها، تقوى، مليا

"MALAYSIA MADANI"

"BERKHIDMAT UNTUK NEGARA"

Regards,

AINI QAMARIAH BINTI MOHD YUSOF

Lecturer