



OFFICE OF PLACEMENT AND ALUMNI

American International University-Bangladesh

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June 15, 2023

Head of Human Resources

Eastern Bank Limited

100, Gulshan Avenue, Dhaka 1212, Bangladesh.

Sub: Request for Internship.

Dear Sir/Madam,

American International University – Bangladesh is a private University and has been in operation since November 1995. It is the only University of the country to have been accredited by an international accrediting body. The Philippine Accrediting Association of Schools, Colleges and Universities (PAASCU) accredited several programs of the University, which includes the BBA, MBA, Computer Science, Electrical & Electronic Engineering programs. This accreditation is a symbol of academic quality and excellence.

Md Shamsul Arifin (Id # 19-41411-3), a student of our **Bachelor of Science in Computer Science & Engineering (Major in Software Engineering)** program would like to undertake internship in the upcoming (Summer-2022-2023) semester in your esteemed organization. He has completed 142 credits out of 148 credits and his CGPA is 3.16 out of 4.00 scales. I will be grateful if he is offered a position for a period of 10 to 12 weeks. He is a sincere and responsible person and I would like to recommend his for an internship position in your esteemed organization.

Keeping in view the above, we would be extremely grateful if you would consider our request favourably.

We look forward to a mutually beneficial relationship.

Yours truly,

A handwritten signature in black ink, appearing to read 'Tariqul Hassan', with a long horizontal line extending to the right.

Md. Tariqul Hassan
Office of Placement & Alumni

CC: R. Tareque Moudud FCMA - Director, Office of Placement & Alumni.