

[Collaborator Name]

[Date]

Sir/ Madam,

**Collaborator for Academic Project Courses, Faculty of Computer Science and Information Technology, Universiti Malaya**

With reference to the above matter,

2. The faculty is pleased to invite your organization to be the collaborator for the project [**Project Title**] under the supervision of [**Name of Project Supervisor**] for the completion of the Academic Project course, Faculty of Computer Science and Information Technology (FCSIT), Universiti Malaya.

3. The Academic Project courses must be taken and implemented by final year students of the Faculty of Computer Science and Information Technology for graduation purposes. The aim of these courses is to produce academically and technically outstanding graduates in the fields of Computer Science and Information Technology. Throughout the course implementation, students will practice technical skills, critical thinking and problem solving to develop a competent product that can be used by the collaborator to support more efficient organizational operations.

4. This collaboration will involve cooperation between the following student(s) from the Faculty of Computer Science and Information Technology together with you in the implementation of the project mentioned above. The faculty hopes that you can help the student obtain information and/or other related needs until the completion of the project.

5. The following are the student(s) who will be involved in this collaboration

a) **Name of student (Matric Number, email)**

b) xxx

6. We hope that you will highly consider this invitation. We can assure that both the faculty and your organization will benefit from this collaboration. We also hope that you are willing to give written consent to the faculty on this invitation. Should you require further details, please contact the project supervisor via [**Name of Project Supervisor (email...)**].

Thank you.

Yours sincerely,

-----  
**Associate Professor Dr. Norisma Idris**  
Deputy Dean (Undergraduate)  
Faculty of Computer Science and Information Technology,  
University of Malaya,  
Kuala Lumpur

-----  
**Name of project supervisor**  
Project Supervisor  
Faculty of Computer Science and Information Technology,  
University of Malaya,  
Kuala Lumpur