

FACULTY OF INFORMATION AND COMMUNICATIONS TECHNOLOGY

Tel : +606 331 6023 | Fax : +606 331 6500

Rujukan Kami (Our Ref) : UTeM.25.01/600-8/4/2 Jld. 9 (182)
Rujukan Tuan (Your Ref) :

14th June 2017
19 Ramadhan 1438H

TO WHOM IT MAY CONCERN

Sir/Madam,

Student Industrial Training Programme
Training Session: 11th September 2017 – 23rd February 2018

Universiti Teknikal Malaysia Melaka is a public university (IPTA) under the Ministry of Education, established on 1st December 2000. It currently offers engineering diploma/degree programmes in Electronic and Computer Engineering, Electrical Engineering, Mechanical Engineering and Manufacturing, Information & Communication Technology, Technology Management & Technopreneurship and Engineering Technology. Industrial training for a period of approximately 24 weeks is compulsory for the Degree Programmes in UTeM.

2. With reference to the above, we wish to acknowledge the bearer of this letter is a student of Universiti Teknikal Malaysia Melaka (UTeM). We will be very grateful if you can consider this application for placement in your company for the duration specified above.

Name : TAN CHUN YIN
Matric No. : B031410167
Course : BITS - BACHELOR OF COMPUTER SCIENCE (SOFTWARE DEVELOPMENT)

3. Should the company agree to accept this student, please complete of the attached Reply Form to be submitted to the university not later than 31st July 2017. Notification of acceptance will be made by the student within a month starting 1st August 2017 – 30th August 2017.

4. Should there be any queries with regards to the above, please do not hesitate to contact faculty's Industrial Training Coordinator as below;

Name : PN. ROSMIZA WAHIDA BINTI ABDULLAH
Tel : 06-3316635
Email : rosmiza@utm.edu.my
Fax : 06-3316500

5. Thank you in advance for your consideration and participation in UTeM's student industrial training programme.

Yours sincerely



NOOR AZMAN BIN MANSOR
Assistant Administration Officer
Faculty of Information & Communication Technology
On behalf of Dean
Universiti Teknikal Malaysia Melaka

EXCELLENCE THROUGH COMPETENCY

