



**JABATAN HAL EHWAL PELAJAR
STUDENT AFFAIRS DEPARTMENT**

Universiti Utara Malaysia
06010, UUM SINTOK
KEDAH DARUL AMAN
MALAYSIA



Tel : (604) 928 7777
Faks : (604) 928 4141
Email : uassist@uum.edu.my

**UUM/HEP/U-ASSIST/A-4/1
5 April 2021**

TO WHOM IT MAY CONCERN

Dear Sir/Madam

DATA COLLECTION FOR ACADEMIC PURPOSE

This is to certify that student as listed below are enrolled at Universiti Utara Malaysia.

They are presently undertaking SBLE3143 - REPORT WRITING . As partial requirement of the academic programmes, they are required to undertake data collection from established organizations.

The university would like to request your cooperation in providing the assistance as required by the students. Best assured that all data collected will be only used for the said purpose.

Your cooperation and understanding are most appreciated.

For further information kindly contact the lecturer of REPORT WRITING **Henny Haryani Binti Ismail** at **014-9456284** or email : **henny@uum.edu.my** for any enquiries.

Thank you.

"PRIHATIN RAKYAT : DARURAT MEMERANGI COVID - 19"
"IN THE SERVICE TO THE NATION"
"KEDAH SEJAHTERA - NIKMAT UNTUK SEMUA"
"KNOWLEDGE. VIRTUE. SERVICE"

Yours truly,

DR. AZIZI AB AZIZ

Director
U-Assist
Student Affairs Department
Universiti Utara Malaysia

c.c : Henny Haryani Binti Ismail
: School of School of Languages, Civilisation & Philosophy, UUM CAS



STUDENT LIST NAME:

NO	NAME	MATRIC NUMBER	MOBILE NUMBER	PROGRAMME
1	SITI RAWAIDA BINTI FAUZI	263013	0103027074	Bachelor of Hospitality Management with Honours
2	FADLIN FASEHAH BINTI JOHARI	281581	0189484298	Bachelor of Business Administration with Honours
3	YEE MUN JENG	262917	0165331835	Bachelor of Science with Honours (Information Technology)