

Date:

Deputy Dean, Student Development and Industrial Training
Lee Kong Chian Faculty of Engineering and Science
8th Floor, Block KB,
Universiti Tunku Abdul Rahman
Jalan Sungai Long, Bandar Sungai Long
43000, Kajang, Selangor, Malaysia
Tel: +603 90860288
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Dear Sir,

RE: Industrial Training for Undergraduates in the Lee Kong Chain Faculty of Engineering and Science

With reference to your letter requesting our support for your Industrial Training Program from _____ to _____, we wish to inform you:

We are able to accept the following student(s):

	Student Name	Programme	ID Number	Allowance (if any) (RM)
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

We are unable to accept the above-named student at the present time.

Thank you.

Yours truly,

.....
Name:
Position:
Company:
Address:

Tel:
Fax:
Email: