

PUSAT LATIHAN MENGAJAR DAN INDUSTRI (PULAMI)

Ref No : UPSI/PLMI/LI/477

Date :

To whom it may concern

Dear Sir / Madam,

APPLICATION FOR INDUSTRIAL TRAINING PLACEMENT

The above is respectfully referred to.

2. Universiti Pendidikan Sultan Idris (UPSI) would like to request permission from you to accept the student as follows to pursue the Industrial Training program in your organisation:

STUDENT'S NAME : _____
MATRIC NO : _____
PROGRAMME OF STUDY : _____
INDUSTRIAL TRAINING DURATION : _____ until _____

3. For your knowledge, Industrial Training is a compulsory course for all UPSI students as part of the graduation requirements. The purpose of Industrial Training is to apply academic knowledge in an industrial setting and provide exposure to the real working environment to them while improving communication skills and professional ethics.

4. In conjunction with that, the application resume is attached for your actions. UPSI would greatly appreciate it if you could provide a response regarding the acceptance/rejection to this application within ONE (1) week upon receiving this letter.

5. Therefore, we sincerely hope that you will consider and approve this application.

The cooperation and commitment from your side is greatly appreciated. Thank you.

**"MALAYSIA MADANI"
"BERKHIDMAT UNTUK NEGARA"
"PENERAJU KEBITARAAN PENDIDIKAN"**

YBHG PROFESOR MADYA DR. ASHARDI BIN ABAS
Director
Pusat Latihan Mengajar dan Industri

(This letter is a computer printout and does not require a signature)