

Company name and address *

Industrial Training Coordinator
 Sekolah Kejuruteraan Elektrik
 Universiti Teknologi Malaysia
 81310 UTM, Johor Bahru, Johor.

Date* :

Dear Sir,

INDUSTRIAL TRAINING FOR ELECTRICAL ENGINEERING STUDENT

We would like to inform that we **agree / do not agree**** to accept the following student to undergo industrial training from **23/24 July 2023** until **12 October 2023** in our company.

Student's Name ***	
I.C. No. @ Matric No. ***	
Programme ***	SEEE / SEEEH / SEEL / SEELH / SEEM / SKEE / SKEL / SKEM

2. These are the tentative tasks/training that the student will undergo during the training*:

i.

ii.

iii.

3. We will ensure that the student will be given training in the area suitable for their programme of study at bachelor level and supervised by a qualified engineer.

4. We hope the student can benefit from this industrial training and gain valuable knowledge in real life working conditions as part of their learning process.

Thank you.

Yours sincerely,

.....
 Name :
 Position :
 Telephone :
 Fax :
 Email :

INSTRUCTIONS :

* To be filled by company

** Delete if not relevant

***To be filled by student

Please complete this form and email to:

SEEE / SEEEH / SKEE	- TS. DR. HAFIZI BIN AHMAD	: mohdhafizi@utm.my
SEEL / SEELH / SKEL	DR. ISMAHANI BINTI ISMAIL	: ismahani@utm.my
SEEM / SKEM	- TS. NASARUDDIN BIN AHMAD	: e-nasar@utm.my