



UNIVERSITI KUALA LUMPUR
Malaysian Institute of Chemical & Bioengineering Technology
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Taboh Naning, 78000 Alor Gajah, Melaka,
Malaysia.

Tel : (606) 551 2000
Fax : (606) 551 2001
Website : www.micet.edu.my

Date:

To:

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Attn: To Whom It May Concern

Dear Sir / Madam

**INDUSTRIAL ATTACHMENT REQUEST FOR UNIVERSITI KUALA LUMPUR MALAYSIAN
INSTITUTE OF CHEMICAL AND BIOENGINEERING (UniKL MICET) STUDENTS
(SEMESTER JANUARY 2018)**

Industrial Attachment is part of the requirement for UniKL MICET *Diploma and Degree* program, with the objective to expose our students to the 'real' working experiences. As such, we seek your consideration and approval to the following students to be attached to your organization for his/her Industrial Attachment program.

The duration of the training program is approximately **24 weeks (6 months)** and expected to commence from **8 January 2018 – 22 June 2018**. We highly appreciate your cooperation in accommodating our students in your organization. We are confident that your company will be able to provide our students with the technical knowledge and social skills besides familiarizing them with the systems and norms of working in the industry. Please find enclosed the followings:

1. Reply Form
2. Study Planner
3. Student Resume

Kindly complete the Reply Form (INTRA FORM C) and return it to the University through the student (bearer of this letter) OR sent it to the above address with attention to the INTRA Unit within 2 weeks.

We look forward to receive a favorable response from your company on the above matter. Please do not hesitate to contact the undersigned at 06-551 2000 (ext: 2084/2055) or email to zuldewa@unikl.edu.my for further clarifications.

Your cooperation on the matter above is highly appreciated.
Thank you.

Yours sincerely,
UNIVERSITI KUALA LUMPUR

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ASSOC. PROF. DR. AHMAD NAIM BIN AHMAD YAHAYA
Dean / Head of Campus