**LETTER OF REQUEST FOR STATEMENT OF INTERNSHIP**

 TO THE DEAN’S OFFICE OF THE FACULTY OF …………………….…………

I respectfully request your information and necessary action for a document that states my internship status to be used for submission to the concerned institution/organization.

 COMPULSORY

 OPTIONAL

 ..…./……../20………

 ……………………………………….

 Name&Surname

 Signature

DEPARTMENT :

STUDENT NO :

GSM :

E-MAIL :