

SAMPLE COVER LETTERS FOR STUDENT REFERENCE (TO SEEK INDUSTRIAL TRAINING PLACEMENT)

<Date>
<Name of Contact Person>
<Designation>
<Name of Company>
<Address of Company>

Dear Sir/Madam,

APPLICATION FOR INDUSTRIAL TRAINING PLACEMENT

With regards to the above matter, I am writing in seeking industrial training placement in your organization.

I am a final year student pursuing the (Name of Course) at Universiti Selangor, planning to undergo industrial training commencing (Date start-Date end) for duration of about 15weeks/6months. The industrial training is a partial requirement prior to being awarded a diploma or a degree.

I am keen to join your esteemed organization as I believe that your company provides great opportunity for me to learn and acquire the practicality aspects of my study area.

Attached is my resume for your review. I would like the opportunity to further discuss with you on my application. Please let me know if I can call your office to see if we might arrange a convenient time to meet.

A formal letter of application issued by the university will be sent to you once you indicate your acceptance to offer industrial training placement.

Thank you for your consideration.

Yours faithfully,

Student's name
Phone number/email

Application Letter For Industrial Training Sample

Ensheng Dong

Application Letter For Industrial Training Sample:

An Actor's Guide--Your First Year in Hollywood Michael St. Nicholas,2010-09-07 An Actor s Guide Your First Year in Hollywood should be required reading for any young actor headed to La La Land with a dream in his heart and a shine on his shoes Sure it s a great guide to auditioning getting a SAG card finding an agent landing parts gaining exposure and creating publicity but it s also packed with real world advice from a fellow actor Getting to know Los Angeles finding a place to live and a job to pay the bills An Actor s Guide presents the whole picture for career and for daily life Remember to thank us when you re a big star [Education and Work Programs](#) Allen B. Moore,1976 **Resources in Education** ,1996

Biennial Report California. Bureau of Labor Statistics,1888 [Journals of the Legislature of the State of California](#) California. Legislature,1889 *Biennial Report of the Bureau of Labor Statistics of California for the Years ...* California. Bureau of Labor Statistics,1888 *The Journal of the Senate During the ... Session of the Legislature of the State of California* California. Legislature. Senate,1889 [Furniture Manufacturer](#) ,1928 *Chinese Affairs ...* ,1914 [Popular Educator](#) ,1903 **The Indian's Friend** ,1898 **Indian's Friend** ,1905 **The Chinese Recorder** ,1914 **The ETS Test Collection Catalog** ,1995-06-14 *Journal of Education* ,1881 **School and Home** ,1925 **Sanitary and Heating Age** ,1914 *The Metal Worker, Plumber, and Steam Fitter* ,1913 [Printing Art Quarterly](#) ,1914 **Vocational Education Magazine** ,1923

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