



**Ref:** SIWES/2016/APPL01

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

To:

Dear Sir/Madam,

**STUDENT INDUSTRIAL TRAINING PROGRAM**

SIWES YEAR: 2016-2017

The bearer, ..... is a .....student in the  
Department of ..... with ID number  
.....

He/She has expressed willingness to have his/her Industrial Training in your organization  
beginning from \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_.

We are confident that your company can provide him/her the required relevant technical  
exposure.

It will be appreciated if you could kindly let us know if you are prepared to take him/her  
for the training.

We shall always count on your support now and in the future in ensuring that Industrial  
Training of students continues to play its role in the formation of technical manpower for  
the economy and development.

For proper planning, please complete the attached form and send it back through the  
bearer.

Thank you,

Dr.Serdar SURGUN  
SIWES Coordinator