



FM-ACD0801-04 (E) Rev.1

(Training Affairs Agency)

General Director of /

Based on the existing cooperation between College of Applied Studies and Community Service, Imam Abdul Rahman bin Faisal University, and the various governmental and private sectors to empower and nationalize young national cadres, we appreciate your effective role in training our students and qualifying them to the job market.

Upon the request of the student:

Major:

To train at your organization, we would be grateful if you notify us with your approval by sending the attached "Field Training Approval Form" according to the following requirements:

1. The training meets the student's major requirements.
2. The training will be for ten (10) consecutive weeks from Sunday / /20
3. The trainee is obliged to work according to your official working hours, with a minimum of four working hours.
4. The commitment of training regulations as indicated in the training guide.

This statement was given at the request and responsibility of the trainee.

Appreciating your cooperation

Sincerely,

Dean of Applied Studies and Community Service College