

(Request for a formal letter of internship)



The Combined Bachelor and Master of Political Science Program in Politics and International Relations (English Program)

Subject: Request for a formal letter of internship

To: Deputy Director of BMIR Program

Name: (Mr. / Ms. /)

Student ID..... Year..... Minor.....

Current address

.....

Email..... Cell phone number.....

I decided to take:

Credited internship program under the PI 574 Internship and Training in Politics, Political Economy and International Relations

Non-credited internship and training

I would like to request BMIR Program to issue a formal letter of internship to an organization with detail following:

Organization name.....

Division/Section/ Department.....

Address of the Organization.....

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Telephone..... Website.....

Supervisor's name Position

Telephone number..... E-mail

I appreciate your consideration.

Sincerely yours,

Signature.....

(.....)

Date...../...../.....

Staff Comment:	Decision and comment:
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