Ref. No. UET/MED/2023/\_\_ Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Subject**: **Internship for Mechanical Engineering Students**

Dear Sir/Madam,

Assalaam-o-alaikum.

It is my pleasure to write to you on behalf of the Mechanical Engineering Department, University of Engineering & Technology (UET), Taxila. Mechanical Engineering is one of the pioneer programs at UET Taxila aimed to produce high quality graduates equipped with sound knowledge and technical skills to meet industrial needs. For this purpose, the students are required to undergo an extensive internship program to bridge the gap between theoretical and practical knowledge. The following students of this department are interested in availing internship opportunity in your prestigious organization to get exposure of the practical environment.

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| S. No | Registration Number | Name | CNIC | Contact No. |
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Your kind cooperation in accommodating these students for internship in your organization will be highly appreciated. It is important to mention that internship is a mandatory requirement to be completed by every student for the conferment of degree in Mechanical Engineering and it can be successfully accomplished through close collaboration between academia and industry. It will not only help the students to get acquainted with the practical environment but also foster industry-academia linkages. In this regard, any suggestion for skills improvement, research and development projects are highly encouraged.

Best Regards,

 **Director**

**(Industrial Academia Linkages)**