



NOTRE DAME UNIVERSITY BANGLADESH

APPLICATION FOR INTERNSHIP/FORWARDING/RECOMMENDATION LETTER

UNDERGRADUATE PROGRAM

Name (as in SSC/O' level/equivalent):					
Student ID:					
Major:		Minor:			
Program (Put tick (✓) mark):	<input type="checkbox"/> BBA	<input type="checkbox"/> ENGLISH	<input type="checkbox"/> LLB	<input type="checkbox"/> CSE	<input type="checkbox"/> ECONOMICS

Application for (Put tick (✓) mark):

<input type="checkbox"/> Internship Approval	<input type="checkbox"/> Forwarding Letter	<input type="checkbox"/> Recommendation Letter
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Personal Information:

- Father's Name : _____
- Mother's Name : _____
- Academic Year : From _____ To _____
- Trimesters Completed : _____
- Contact Number : _____
- Email : _____
- Present Address : _____

Organization Information (If you require organization's name on the letter, if not keep it blank):

Organization 1	Organization 2

FOR OFFICE USE ONLY

1	Academic Information (Exam Office)	2	Accounts Information (Accounts Office)
	CGPA: Total Credits/Trimesters Completed: No. of Incomplete/Repeat courses:		Accounts Information of the student:
	Signature & Date		Signature & Date

Applicant's Signature & Date

Registrar's Signature & Date

■ Please, submit a copy of your Internship Confirmation Letter to the Registrar Office (Room No. 207).