

UNIVERSITY FOR DEVELOPMENT STUDIES

Tel: 03720-93382/26634/22078

Email: registrar@uds.edu.gh

Website: www.uds.edu.gh

UDS//REG/HR/EXT/9/24

Our Ref:.....



P. O. Box TL 1350

Tamale, Ghana

Your Ref:.....

OFFICE OF THE REGISTRAR

Date: *September 13, 2024*

The Head

Department of Accounting
University of Education, Winneba
Post Office Box 25,
Winneba

Dear Sir/Madam,

ASSURANCE LETTER FOR INTERNSHIP PLACEMENT OF MR. MUMIN

I am writing to confirm that Mr. Mumin, a student from the University of Education, Winneba, has been granted approval to undertake a four-month internship program at the University for Development Studies from January 2025 to April 2025 in gaining a practical experience and enhancing their skills in their field of study.

At University for Development Studies, we recognize the importance of providing students with opportunities to apply theoretical knowledge in real-world settings. We are committed to offering Mr. Mumin a comprehensive learning experience that aligns with their academic pursuit and career aspirations. Our institution has a structured internship program that ensures interns receive proper supervision, mentorship, and the chance to work on meaningful projects.

During the internship Mr. Mumin will be involved in various task/projects assigned to him in the organization. This will allow him to develop his skills to gain valuable industry insights, and build professional networks. We assure you that Mr. Mumin will be supervised by **Mr. Abdul-Kahar Abukar**, who is an experienced professional in Human Resource Management. **Mr. Abdul-Kahar Abukar** will provide regular feedback and guidance to ensure the internship is both educational and rewarding for the student.

Please do not hesitate to contact me directly at hr@uds.edu.gh or **0246019437** if you require any further information or have any questions regarding this internship arrangement. We look forward to welcoming Mr. Mumin during this internship period.

Thank you for your attention and cooperation.

Sincerely,

Mr. Abdul-Kahar Abukari
Assistant Registrar
University for Development Studies

