



UNIVERSITY OF EDUCATION, WINNEBA

SCHOOL OF BUSINESS

DEPARTMENT OF ACCOUNTING

P. O. Box 25, Winneba, Ghana

+233 (020) 2041098

daccounting@uew.edu.gh

Our Ref: DAC/I.5/VOL.1.07

Date: 26th July, 2024

The Director,
Adonko Company Ltd
Kronum Abohia

Dear Sir/Madam,

INTRODUCTION FOR INTERNSHIP – MS. SPENDILOVE AMAKYE

We write to introduce to you Ms. Amakye (220032624), a student in the Department of Accounting of the University of Education, Winneba. Ms. Amakye is currently undertaking a four-year programme and wishes to have her internship in your organisation.

The internship is a full course taken that attracts credits for students towards the completion of the University, leading to the award of a degree in **Bachelor of Business Administration (BBA) Accounting** option. The period of the internship is from January, 2025 to April, 2025.

We would therefore appreciate that you create an opportunity for the student to have her internship in your organisation. Lecturers from the Department will visit the student at her place of internship before the period ends. The student can be contacted on 0249007067.

Kindly offer her any assistance or opportunity available for her training.

Thank you.

Yours faithfully,

Mr. Samuel Gameli Gadzo
Ag. Head of Department

Attn: HRM

Internship letter accepted
for your caption.

BOASIAKO KWAKU DUAH
DEPUTY MANAGING DIRECTOR
ADONKO BITTERS LIMITED
P. O. BOX KS 13875
KUMASI-GHANA

www.uew.edu.gh