



COSMOS SENIOR HIGH SCHOOLS

✉ P.O.Box 6595, Accra North 📍 Abeka Lapaz (behind new market) ☎ 0302405158/9, 0246322092
☎ 0244774107 🌐 www.cosmosschools.com ✉ info@cosmoschoolgh.com
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4th February, 2026

The Head of Department
Department of Accounting
School of Business
University of Education, Winneba

Dear Sir/Madam,

We acknowledge receipt of your letter dated 18th August, 2025 introducing Miss. Obeng Yeboah Errina (Index Number: 5231010083), a student of the Department of Accounting, University of Education, Winneba, for internship placement.

Cosmos Senior High School is pleased to inform you that we have accepted Miss. Obeng Yeboah Errina to undertake her internship programme with our institution as part of the requirements for the award of Bachelor of Science (BSc.) Accounting Education.

During the internship period, the student will be adequately supervised and guided. She will be placed under the mentorship of the following officers:

- Mr. Anthony Blee
- Mr. Abraham Brown

The mentors will ensure that the student receives relevant practical training and professional support in line with her programme of study. We also welcome visits from lecturers of the Department for supervision and assessment, as stated in your letter.

Kindly accept this letter as formal confirmation of our acceptance. Should you require any further information, please do not hesitate to contact us.

Thank you.

Yours faithfully,

COSMOS SENIOR HIGH SCHOOL

Headmaster

Mark Rocky Agbakpe

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