

DABOASE SENIOR HIGH TECHNICAL SCHOOL

(GHANA EDUCATION SERVICE)

P. O. Box 25, Daboase, West Africa

E-mail: daboasesectech@yahoo.com

Our Ref: DSTS 165/JOL 1/290

Your Ref:



Tel: 0244486057

Date: 20 - 10 - 2025

✓ MR. SIMON KWARTENG
DEPARTMENT OF ACCOUNTING
UNIVERSITY OF EDUCATION
WINNEBA

Dear Sir,

ASSURANCE OF PLACE FOR INTERNSHIP **MR. SIMON KWARTENG – INDEX NO: 5231010072**

I refer to your letter 18th August, 2025, in which you requested to be granted a place at Daboase Senior High Technical School to practice as an Intern.

I wish to inform you that you have been offered a place to carry out your programme, beginning from the ~~first semester~~ 2025/2026 academic year.

Your internship activities will take place within the **Business Department** of the school and the subject area for practice is **Accounting**.

Kindly be reminded that the granting of your request is based on condition that you will abide by all the rules and regulations of the school, failure of which may lead to its discontinuation.

Daily signing of the attendance book will be required of you to monitor the progress of your work.

Also bear in mind to make arrangements for your own accommodation, feeding and other necessary things that would facilitate the smooth running of the entire programme.

We wish you the best.

Yours faithfully

PATRICK BENYAH
ASSISTANT- ADMIN.
FOR: HEADMISTRESS

Cc:
THE HEAD OF DEPARTMENT
DEPARTMENT OF ACCOUNTING
UNIVERSITY OF EDUCATION
WINNEBA

ASSISTANT HEADMASTER (ADM)
DABOASE SENIOR HIGH TECH. SCH.
DABOASE