



UNIVERSITY OF EDUCATION, WINNEBA

SCHOOL OF BUSINESS

DEPARTMENT OF MANAGEMENT SCIENCES

P. O. Box 25, Winneba, Ghana

managementsci@uew.edu.gh

+233 (0)20 0009658

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TO WHOM IT MAY CONCERN

Dear Sir/Madam,

LETTER OF INTRODUCTION-MS. SARAH SALOME SOWLI

We write to introduce to you **Ms. Sarah Salome Sowli**, a level 300 student with index number 5231020027 in the Department of Management Sciences of the School of Business, University of Education, Winneba. **Ms. Sowli** is currently undertaking a four-year undergraduate programme leading to the award of a degree in **Bachelor of Science (Management Education)**.

As part of the undergraduate programme, students are required to undertake a three (3) credit hour teaching practice with a recognized school and we wish to present our student who has expressed interest in undertaking her teaching practice in your institution. Lecturers from the Department will visit the student for supervision at her place of internship during the period. The internship is to enable the student gain practical classroom experience.

We would therefore appreciate your kind gesture by enabling the student have her internship in your reputable institution. Please indicate your approval on the letter for a copy to be returned to the Department by the student. The student can be contacted on 0592571440/0506339299.

Please, kindly partner with the University of Education, Winneba in training the requisite manpower for the nation.

Thank you.

Yours faithfully,

Mr. Kwame Owusu Boakye
Head of Department

Approved

04/09/25.

ASSISTANT HEAD (ACADEMICS)
ODUPONG COMMUNITY SENIOR
HIGH SCHOOL
OFAAKOR - KASOA