

GHANA EDUCATION SERVICE

Email: gawestmunicipal@ges.gov.gh

www.facebook.com/gawestmeo

WhatsApp: 030-395 8584

GhanaPost GPS: GW-0007-9161

Ref: GES/GWM/RoS/2026/VOL.1/002



MUNICIPAL EDUCATION OFFICE
GA WEST MUNICIPAL ASSEMBLY
P. O. BOX AM 80, AMASAMAN
Tel: 034-229 2681
14TH JANUARY, 2026

HEAD OF DEPARTMENT
DEPARTMENT OF ACCOUNTING
SCHOOL OF BUSINESS
UNIVERSITY OF EDUCATION
WINNEBA

RE: ACCEPTANCE FOR ATTACHMENT

We acknowledge receipt of your letter dated 15th September, 2025 introducing Asante Kenneth, a student in the Department of Accounting, requesting an internship placement for him.

We are pleased to inform you that Asante Kenneth has been accepted to undertake his attachment with our organization. The attachment will provide him with the opportunity to gain practical experience relevant to his programme of study.

He is required to report to our office on 12th January, 2026 and will be attached for a period of Sixteen (16) weeks (12th January - 30th April, 2026), subject to our institutional rules and regulations.

Please accept this letter as official confirmation of his acceptance for internship placement. A copy of this letter may be used for your documentation purposes.

Thank you

VICTOR N. TAWIAH (MR)
DIRECTOR OF EDUCATION
GA WEST MUNICIPAL
AMASAMAN