2 September 2019

Politeknik Sultan Idris Shah

Attention: Unit Latihan Industri

Dear Sir/Madam,

**PRACTICAL TRAINING PLACEMENT**

We are making an offer to your final year Diploma of Accountancy students to undergo practical training for a period of five months at our firm.

Therefore, we would be grateful if you could kindly consider placing one or more of your students to undergo practical training at our firm. As an ACCA Approved Employer, we believe that your students would gain valuable knowledge and experience in the area of audit, tax and accounting.

Should you require clarification or further information. Please do not hesitate to contact us at 03-7726 7098.

Thank you.

Yours faithfully,

Yee Hun Leek  
*Partner*  
YHL & Associates