

Name & Address of Applicant

Company Address

15 January 2011

Dear Dato'/Sir/ Madam,

Request for Industrial Training

I am Mr. xxxxxxxxxxx, 881117-03-6086,98594, a 2nd year student in the School of Mathematical Sciences, Universiti Sains Malaysia, majoring in B.App.Sc (Operations Research). I am enquiring about the possibility of undergoing industrial training in your organization for approximately 4 months starting from 1st May 2011 to 30th August 2011.

The objective of this training is to give me a meaningful exposure in an actual working environment. In addition, this training will also allow me to acquire skills that are required in my future career.

I enclose herewith copies of the following for your perusal:

- (a) a letter of support from my Industrial Training Coordinator,
- (b) resume, and
- (c) academic results

Your kind consideration is very much appreciated. I look forward to your favorable and prompt reply.

Thank you.

Yours faithfully,

(Mr. xxxxxxxxxxx)



USM

UNIVERSITI SAINS MALAYSIA

PUSAT PENGAJIAN SAINS MATEMATIK
SCHOOL OF MATHEMATICAL SCIENCES

January 2011

Dear Sir / Madam,

INDUSTRIAL TRAINING FOR STUDENTS IN OPERATIONS RESEARCH

I am writing to you to request an industrial training placement for Mr. xxxxxxxxxx, a 2nd year B.App.Sc. (Operations Research) student in the School of Mathematical Sciences, Universiti Sains Malaysia. Mr. xxxxxxxxxx is a hardworking and conscientious student and has maintained a good academic record at USM.

2. The package of courses for a student in the B.App.Sc. (Operations Research) program is as follows:

Year of Study	Semester 1	Semester 2
1	Calculus	Linear Algebra
	Elementary Statistics	Advanced Calculus
	Programming for Scientific Application	Applied Statistical Methods
2	Introduction to Operations Research	Differential Equations I
	Probability Theory	Operations Research Laboratory
	Statistics Laboratory	Linear and Integer Programming*
		Queueing System and Simulation*
3	Statistical Inference	Inventory Control*
	Network Flows*	Mathematical Programming*
	Project	Project

*Optional Courses: Choose 4 from 5 listed courses

3. I believe that USM and your organization will mutually benefit from this co-operation. I am of the opinion that an exposure to a realistic working environment will help the students to explore the ways and possibilities of applying their knowledge to solve problems in real life. This experience will be invaluable to them and will make

them more productive when they enter the job market. Furthermore, we also encourage our students to be prepared to do training in areas which may not be immediately relevant to the courses they are currently taking. In doing so, we allow the students to be innovative and creative in applying their knowledge to real problems.

4. I hope your organization will be willing to offer places to our students for industrial training. The length of the training is approximately 2 months from May to June.

5. For your information, during the previous training periods, our students have done their industrial training in the following companies: **Sime Tyres International (M) Sdn. Bhd., Motorola Technology Sdn. Bhd., ASE Electronics (M) Sdn. Bhd., Kenwood Electronic Technologies Malaysia, Advanced Micro Devices Export Sdn. Bhd., AIC Semiconductor Sdn. Bhd., Cement Industries Malaysia Bhd., Delima Perdana Sdn. Bhd., Solectron Technology Sdn. Bhd., Precico Electronics Sdn. Bhd., BCM Electronics Corporation Sdn. Bhd., Integrated Device Technology Sdn. Bhd., LKT Automation Sdn. Bhd., Flextronics (Malacca), B. Braun Medical Industries Sdn. Bhd., Hospital Pulau Pinang, Seniko Sdn. Bhd., BASF Petronas Chemicals Sdn. Bhd., DCT Consultancy Services Sdn. Bhd., Thong & Kay Hian Securities Sdn. Bhd. and Dynacraft Industries Sdn. Bhd.**

Thank you.

Sincerely yours,

Assoc. Prof. Low Heng Chin
Industrial Training Coordinator
Tel: 04 – 653 3888 x 3641
Fax: 04 657 0910
e-mail: hclow@cs.usm.my