

THE OPEN UNIVERSITY OF TANZANIA
FACULTY OF ARTS AND SOCIAL SCIENCES

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April 30, 2010

TO WHOM IT MAY CONCERN

REF: INTRODUCTION LETTER

This is to introduce to you..... who is a bonafide student of the Open University of Tanzania.

The Open University of Tanzania Offers Degree Programmes in Sociology and Social Work. Before these students graduate, they have to participate in two field practice as part of their training. The two field practice make up a full course. And therefore the field work is a full academic learning process.

The student carrying this letter seeks to be attached to your organization for the field practice. I'm therefore requesting your esteemed office to consider his/her request.

It is also requested that the head of the organization at the end of his/her stay, to provide us with a report which will stand as part of the assessment. The field practice is expected to run from August to mid September, 2010 (6 weeks field practice).

Kindly assist the student with the necessary assistance he/she might require.

A handwritten signature in blue ink, appearing to read 'M Kitula', is written over a light blue rectangular stamp area.

Dr. Mary Kitula
Head of Department
Sociology and Social Work