

Practical training for students at College of Computer and Information Sciences, KSU
Date: 26/9/2024

To whom it may concern,

This is to inform you that **Alhanoof Ahmed Alsagir** a student in the department of **Information systems** the College of Computer and Information Sciences at King Saud University.

As part of the student's study plan and due to the importance of practical training for the student in her specialization, we would like you to accept the student as a trainee in your respected institution to gain practical experience in the domain of computer technologies and applications that are available in your institution and based on the following rules and procedures:

- Training period should be around two months (no less than 300 hours) During the Second semester, starting from the date of 5/1/2025
- The concerned department or training advisor is kindly asked to fill out the attached training plan form that shows the plan of the training program which should be aligned with the student's specialization.
- The plan will be reviewed by the practical training committee in the college to be considered or you will be contacted for any comments.
- Upon acceptance of the training plan by the committee, the student and the training institution will be notified.

We highly appreciate your cooperation.

Practical Training Unit
College of Computer and Information Sciences
King Saud University
Riyadh, Saudi Arabia

