

Application for Bonafide Certificate

Name of Applicant:

Date: _/ _/ _

Roll No:

To,
Office of,
Head of Department
University of XXX
Address:

Subject: Application in Request of Bonafide Certificate for Internship

Sir/Ma'am,

I am (your name) and I have been a student at your institution since ____ (number of years you have been studying at the institution) in ____ (specify your course). I have been selected for an internship/apprenticeship programme at ____ starting from ____ and ending on ____.

I Kindly request you to issue me a bonafide certificate in favour of my internship.

Thanking You

Yours Sincerely,

(Signature)

Name of Applicant)

Relevant Details, if applicable)