

Formal Approval Letter

Dear [Student Name],

This letter serves as official approval for your internship application at [Company Name]. You are authorized to represent [College Name] as an intern from [Start Date] to [End Date].

Please ensure that you comply with both the college and company guidelines during the internship period. We wish you success and valuable learning during your tenure.

Sincerely,

[Your Name]

[Title]

[Department]

[College Name]

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