

NOTICE

Internship Orientation & Supervisor Confirmation

Dear Students,

All **BBM 8th Semester students** are hereby informed that an **Orientation Class on Internship and Report Writing** has been scheduled as follows:

Date: 2083-06-12, Monday

Time: 7:30 AM

Classroom: 203

The session will provide important guidance on:

- Internship requirements, procedures, and expectations
- Selection and confirmation of an internship supervisor
- Guidelines for **Internship Report Writing**
- Structure, format, and submission requirements of the report
- Roles and responsibilities of students and supervisors
- Important deadlines and other academic requirements

All students are strictly required to attend the orientation class punctually and come prepared with all necessary information and documents related to their internship. As this session is essential for the confirmation of internship supervisors and for providing important guidance on the internship report-writing process.

Warm Regards,
College Administration