



Bilkent University

FACULTY OF ART DESIGN AND ARCHITECTURE
DEPARTMENT OF COMMUNICATION AND DESIGN

.../.../20...

To Whom It May Concern:

Bilkent University, Faculty of Art, Design and Architecture, Department of Communication and Design year student
..... would like to do his/her obligatory summer practice in your company. I would appreciate if you could consider him/her as an intern (unpaid) in your company for a period of one month.

Thank you for your time.

Sincerely,

Assist. Prof. Dr. Ahmet Gürata
Chair

Department of Communication and Design,
Bilkent University, Bilkent 06800, Ankara,
Turkey

Phn #: 90-312-290-1749
Fax: 90-312-290-2736
E-mail: gurata@bilkent.edu.tr