Date :

Mobility Section

Putra International Centre

Universiti Putra Malaysia

43400 UPM Serdang

Selangor Darul Ehsan

Malaysia

RE : Mr. / Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of student along with their student number )

Dear Mobility Section,

This is to certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student name and passport number) is a fulltime student in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of University) pursuing \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Student’s major). The student will undergo an Exchange Student Program in Universiti Putra Malaysia in Feburary 2019.

Your cooperation is very much appreciated.

Yours sincerely

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name Head of International office/faculty/department)