



IIUM CENTRE FOR CONTINUING EDUCATION (ICCE)

ICCE/3/S3, 1819/EL-B.ED/SP
July 29, 2019

TO WHOM IT MAY CONCERN

السلام عليكم ورحمة الله وبركاته

Dear Sir/Madam,

REQUESTING LEAVE TO PREPARE FOR FINAL EXAMINATION.

The above matter is kindly referred.

We would like to inform you that your staff is a student of IIUM Centre for Continuing Education pursuing the Bachelor of Education (B.ED) program. For your kind information, the final examination of the said program for semester 3, 2018/2019 will be held on 23rd & 24th August 2019. This examination will be held on Friday and Saturday.

Thus, on behalf of the students we would like to seek your kind permission to allow your staff to take leave as a preparation for the final examination. The dates are as below:

DATE	SUBJECT
21 ST AUGUST 2019 / WEDNESDAY	EDG 3250, LM 2023
22 ND AUGUST 2019 / THURSDAY	EDG 1501

Your attention and cooperation in this matter is highly appreciated.

Thank You.

YANG FATIMAHANOM BT ABDULLAH SANI
Academic Manager

c.c Academic Unit

/snr