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| **APPENDIX – II FORMAT FOR REFERENCE LETTER** |

Date: \_\_\_\_\_\_\_\_\_\_\_\_

To,

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

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Dear Sir/Madam,

This is state that Ms./Mr./Dr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Enrolment No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is a student of IGNOU and is presently pursuing MA in Psychology from Regional Centre\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Study Centre\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. As a part of MA Psychology programme he/she has to carry out internship (MPCE 015/MPCE 025/MPCE 035) for 240 hours. You are requested to kindly provide him/her with permission to undergo internship at your esteemed organization.

**You are also requested to assign one supervisor for the learner under whom the learner will carry our his/her internship. The supervisor will also have to evaluate the learner as per the given criteria.**

Yours faithfully,

**Academic Counselor/**

**Programme In charge/**

**Study Centre Coordinator/**

**Regional Director**