

Tunis, .....

To Mr. Chief Executive Officer  
Of .....

Mr. Chief Executive Officer,

The National Institute of Applied Sciences and Technology (I.N.S.A.T.) is committed to ensuring that its future graduates are well-trained in the basic sciences, applied sciences, humanities and social sciences, as well as endowing them with a comprehensive and extensive technological training and learning about the work methods within the company and an initiation to research.

In this context, the INSAT study program provides a **mandatory graduation project internship (PFE)**, for our last class students in the engineering cycle training, of four to six month duration, allowing them to:

- Enter the industrial world;
- Test their potentials for personal adaptation;
- Put into practice the knowledge acquired.

The results of this graduation project will be the subject of a dissertation that the student will defend in front of a jury, appointed by the I.N.S.A.T, including, among others, the project manager of your enterprise.

I.N.S.A.T seeks to be a privileged partner of both the Tunisian and foreign companies, relying on your precious collaboration for a better preparation of our future graduates to the professional life. Therefore, we kindly ask you to consider the possibility of allowing the student trainee holding this letter to enter in an internship within your honorable company and to return the attached form duly completed as soon as possible to enable us assign the PFE internships in a timely manner.

Moreover, it is worth mentioning that the selected subjects are supervised jointly by a domain teacher at the I.N.S.A.T and a lead from your institution.

We remain at your disposal for any further information. We thank you in advance for the follow-up that you would not fail to give to this collaboration. We kindly ask you to accept, Sir/Madam the Chief Executive Officer, the expression of highest consideration.

**The Director of the University life  
and Relations with the Environment**