



Allama Iqbal Open University, Islamabad

Department of Library and Information Sciences

Ref. No. 2-25/MLIS-2026/26126

Dated: 26-01-2026

The Incharge Library,
Swat Public Library
Swat.

Request for Internship

I am pleased to introduce **Ms. Khalida Bibi** student of Master in Library & Information Science (MLIS), **Registration/Roll No. CC526674** with the Allama Iqbal Open University (AIU). As per program requirement all our final semester students undertake internship training for 45 working days on honorary basis in an approved library of repute according to their own choice and convenience. This student has selected your esteemed Library for internship. He/she may please be facilitated in this regard subject to provision of proofs of identification and AIU's MLIS enrolment.

The Department believes this internship would provide him/her with a good opportunity to polish his/her library skills. Moreover, he/she may also assist your staff in library housekeeping operations. His/her intended start date of internship is around **1st Week of February 2026**. We also do hope that your continual cooperation would improve the status and professional standing of our MLIS program.

In case of any query, please feel free to contact the undersigned. More detail is available at <http://lis.aiou.edu.pk/> and we can also be contacted via Facebook <LIS@AIU official>.

Regards,


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For students: Keep a copy of this letter and attach along with Internship Certificate (original) with your degree application form available at <https://www.aiou.edu.pk/downloads-2>. For degree process, see guidelines at https://lis.aiou.edu.pk/?page_id=15