

## Checklist for Internship Preparation

- E-mail address (Eg. [muhammad.abu@gmail.com](mailto:muhammad.abu@gmail.com))
- Writing in paragraphs in one single mail.
- Cover Letter
- Updated Resume
- Transcribe of Subjects
- Online or Offline Portfolio
- Application Letter (If applicable)
- Social Media - FB, LinkedIn (highly recommended)
- Final Year Project (FYP)