

Company Letter Head

Manpower Development Department
c/o BCA Academy
200 Braddell Road
Singapore 579700

Dated:

Dear Sir,

RE-REGISTRATION FOR CANDIDATES

We have registered for the _____test _____ candidates but
Unfortunately _____ failed the test so we want to Re-Register for _____candidates
For _____ test.

We confirm that our companies have not utilized the full quota of the prior approval.

Enclosed is our company's test result for your reference.

Yours faithfully,

Name:

Designation: