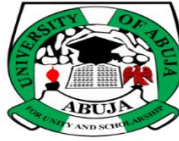


UNIVERSITY OF ABUJA

P.M.B. 117 Abuja



Vice Chancellor

Professor Abdul-Rasheed Na'Allah
BA (Hons) MA (Ilorin), Ph.D. (Alberta)

Director Dr Anibasa Grace Oyiza
B.Sc, M.Sc (Abuja), Ph.D (Sussex)

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CENTRE FOR SIWES, STUDENT MENTORING AND EMPLOYMENT (CSSME)
(Office of the Vice Chancellor)

Our Ref: UA/VC/CSSME/20

Date

Dear Sir/Madam,

PLACEMENT OF SIWES PARTICIPANTS

SESSION

In fulfilment of the Industrial Training Fund (ITF) requirements as regards the placement and training of participating students foracademic session's Students Industrial Work Experience Scheme (SIWES), I humbly write to request your Organization/Establishment's kind acceptance of

of.....
Department with Reg. No.....to undergo his/her industrial training with your Organization with effect from

Your Organization/Establishment will be required to provide supervisor for the student during attachment/training, which will last for six (6) / three (3) / four (4) months beginning from the date of commencement. Students are responsible for their accommodation and feeding.

Your co-operation in this regard will be highly appreciated.

Thank you.

Yours faithfully,

Dr Grace Oyiza Anibasa
Director, CSSME