

# UNIVERSITY OF ABUJA

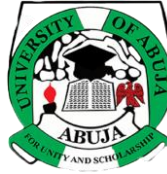
P.M.B. 117 Abuja

**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)  
Website: <http://cssme.uniabuja.edu.ng>  
Email: [dcsse@uniabuja.edu.ng](mailto:dcsse@uniabuja.edu.ng)  
Email 2: [siwes@uniabuja.edu.ng](mailto:siwes@uniabuja.edu.ng)



**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 for .....academic 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