



KWARA STATE POLYTECHNIC, ILORIN

(INDUSTRIAL LIAISON AND PLACEMENT UNIT)

P.M.B. 1375,
ILORIN, NIGERIA.
www.kwarastatepolytechnic.edu.ng

Rector: Engr. (Dr.). Abdul Jimoh Mohammed, Ph.D, MNSE, MNImechE, FIDPMIN, FNSE

Director: Abiodun E.T, B.Sc, M.Sc, PGDCS, PGDE, MCPN, MISOC, MSDIWC, MTRCN, MIACSIT, MNIM, FIPMD

Our Ref: _____

Date: _____

Your Ref: _____

Dear Sir/Madam,

STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME 20.....
TRAINING YEAR: PLACEMENT RESERVATION REQUEST
THROUGH PERSONAL CONTACT

The Students Industrial Work Experience Scheme, otherwise referred to as **SIWES**, is designed to allow our students have practical training. The current programme is scheduled to commence

It is our intention to make placement locations within the reach of participating Students. In this connections, we give students the opportunity to scout around for placement themselves.

In pursuit of this objective, the bearer

Mr/Miss/Mrs.....

(Surname 1st)

Matric No.....

Department of

has indicated an interest in your organization.

We would be grateful if you could kindly oblige him/her. Please do this by completing the attachment form and return to us.

Thank you.



Yours faithfully,


Abiodun, E. T.
Director



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Our Ref: _____

Date: _____

Your Ref: _____

ADDRESS OF INDUSTRY/FIRM

PLEASE RETURN TO:

The Director, ILPU

Kwara State Polytechnic,

P.M.B 1375,

Ilorin.

STUDENT INDUSTRIAL WORK EXPERIENCES SCHEME 20.....

TRAINING YEAR: SCHEDULED FOR.....

This organisation has carefully considered the request for placement reservation made to use by Mr/Miss/Mrs.....

(Surname 1st)

..... of Department

Matric No:and is happy/unable to oblige him/her.

Every effort would be made to make his/her stay a most rewarding training experience.

Thanks

**SIGNATURE AND STAMP OF AUTHORISED
REPRESENTATIVE OF THE INDUSTRY**