

NATIONAL OPEN UNIVERSITY OF NIGERIA

University Village, Plot 91, Cadastral Zone, Nnamdi Azikiwe Expressway, Jabi, Abuja

Directorate of Student Industrial Work Experience Scheme (SIWES)

E-mail: siwes@noun.edu.ng

Date: 14 March 2025

Ref: NOUN/SIWES/001

The Manager

[Company Name/Address as appropriate based on provided information, e.g., Topmost Floor, Elem Building, Opp. IDC Primary School, Akobo, Ibadan, Oyo, Nigeria]

Dear Sir/Madam,

**\*\*Request for Student Placement on Student Industrial Work Experience Scheme (SIWES)\*\***

As an integral component of the curriculum for Sciences and Vocational-based programmes at the National Open University of Nigeria (NOUN), students are required to participate in the Student Industrial Work Experience Scheme (SIWES) for a duration of six months. This practical exposure aims to provide students with relevant industry experience and enhance their professional skills.

The National Open University of Nigeria hereby requests a placement opportunity for Abass Adewale OLATUNJI, a student in the Faculty of Sciences, pursuing a B.Sc. in Computer Science. The student is expected to undertake SIWES for a period of 24 weeks, under the joint supervision of your organization, the Industrial Training Fund, and the University.

We would be grateful if your organization would favorably consider our request for placement.

The University assures your establishment of the student's commitment to maintaining professional conduct throughout the SIWES period. We would also appreciate timely situation reports to enable the University to address any potential shortcomings and assess the student's level of engagement and comprehension. A designated team from the University will supervise the student during the attachment period.

We kindly request that you inform us of your decision regarding this placement request at your earliest convenience.

Thank you for your understanding and cooperation.

Yours sincerely,

Joy Eyisi

Professor of English  
Director