



THE CO-OPERATIVE UNIVERSITY OF KENYA

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DIRECTORATE OF ALUMNI, CAREER SERVICES AND INTERNATIONAL STUDENTS

March 10th, 2022

REF: CUK/DACSIS/ILO/00004504/1/2022

TO WHOM IT MAY CONCERN

Re: Request For Attachment for – Kinyari Emma Muthoni , Reg. No. BCMC01/0098/2019

The above named student is a bonafide student at the Co-operative University of Kenya in the **SCHOOL OF BUSINESS AND ECONOMICS** pursuing **BACHELOR OF COMMERCE** and is expected to undertake a **twelve(12) weeks industrial attachment**.

We attach great importance to Industrial attachment for our students as it provides pre-professional work experience with specific assignment and responsibilities. We believe in the production of highly competent, quality, reliable and ready to work personnel. Upon completion of the attachment, we kindly request you **to assess the student and complete a Confidential Supervisor's Appraisal Form and a Log Book** which shall be given to the student to submit to their respective department after the attachment. We confirm to you that all our students have a **University Group Accident Insurance Cover**.

We would be grateful if you could assist by offering the student an attachment opportunity in your Organization to facilitate their successful completion of their programme. Any assistance accorded will be highly appreciated. Thank you.

Yours Sincerely,

D. K. Muthoni

Director, DACSIS.