

INDUSTRIAL TRAINING FUND

STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME

(SIWES)



INFORMATION AND GUIDELINES FOR STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME

...Developing The Nation's Human Resource

Revised 2016

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PREFACE

In line with changing trends and new developments, this publication has been reviewed to reflect the amendments and corrections that were observed when it was presented at the Biennial SIWES National Conference.

This edition also sheds light on the reviewed method of payment of Students' Allowances.

In addition to corrections and additional information that have been included, the objective of the publication is to disseminate information on policies and guidelines on the operation of the Students Industrial Work Experience Scheme. The Scheme, which is a skills training programme, is designed to expose and prepare students of Universities, Polytechnics/Monotechnics and Colleges of Education for the real life work situation after graduation. The Scheme is meant specifically for Students of Engineering and Technology including Environmental Sciences, Agriculture, Technical and Business Studies in Tertiary Institutions in Nigeria.

It is expected that the reviewed guidelines will be of great benefit

to SIWES Administrators, Supervising Agencies, SIWES Coordinators and Students in all Institutions of Higher learning throughout Nigeria. This will also be of immense help to operators in the Public and Private sectors of the economy.

The Industrial Training Fund (ITF) wishes to express appreciation to all stakeholders who have contributed towards the successful operations of the Scheme and solicits for their continuous support and cooperation.

Management

INTRODUCTION

The Students Industrial Work Experience Scheme (SIWES) is a Skills Training Programme designed to prepare and expose Students of Universities, Polytechnics, Colleges of Technology, Colleges of Agriculture and Colleges of Education for the Industrial Work situation they are likely to meet after graduation. The Scheme affords Students the opportunity of familiarizing and exposing themselves to handling equipment and machinery that are usually not available in their Institutions.

Before the establishment of the Scheme, there was a growing concern that graduates of our Institutions of higher learning lacked adequate practical knowledge and that the theoretical education in Higher Institutions was not responsive to the needs of the Employers' of Labour.

It is against this background that the Industrial Training Fund (ITF) initiated, designed and introduced SIWES Scheme in 1973 to acquaint Students with the skills of handling Industrial equipment and machinery.

The Industrial Training Fund (ITF) solely funded the Scheme during its formative years. However, due to financial constraints, the Fund withdrew from the

Scheme in 1978. The Federal Government noting the significance of the skills training handed the management of the Scheme to the National Universities Commission (NUC) and the National Board for Technical Education (NBTE) in 1979. In November, 1984 management and implementation of the Scheme was again reverted to the ITF with the funding to be solely borne by the Federal Government.

1.0 OBJECTIVES OF SIWES

Specifically, the objectives of the Students Industrial Work Experience Scheme (SIWES) are to:

- a) Provide avenue for Students in Institutions of higher Learning to acquire industrial skills and experience in their course of study;

- c) Expose Students to work methods and techniques in handling equipment and machinery that may not be available in their Institutions;

- d) Make the transition from school to the world of work easier, and enhance Students contacts for later job placement;

- e) Provide Students with an opportunity to apply their knowledge in real work situation thereby bridging the gap between theory and practice; and
- f) Enlist and strengthen Employers involvement in the entire educational process and prepare Students for employment after graduation.

2.0 BODIES INVOLVED IN THE MANAGEMENT OF SIWES PROGRAMME AND THEIR ROLES

- The Federal Government of Nigeria;
- The Industrial Training Fund (ITF);
- National Universities Commission (NUC);
- National Board for Technical Education (NBTE);
- National Commission for Colleges of Education (NCCE);
- Institutions of Higher Learning; and
- The Employers of Labour

The bodies have specific roles assigned to them in the administration and management of SIWES.

2.01 THE ROLES

2.02 FEDERAL GOVERNMENT OF NIGERIA

a) Provide adequate funds to the Industrial Training Fund through the Federal Ministry of Industry, Trade & Investment for the Scheme.

b) Make it mandatory for all Ministries, Companies and Parastatals to offer places for the attachment of Students in accordance with the provisions of Decree No. 47 of 1971 as amended in 2011. The relevant provisions of the amended act are as follows:

Section 7A (1) (b) stipulates as follows:

Shall Accept Students for Industrial Attachment

Purposes

The Decree under section 7A (2) stipulate penalties in default of section 7A (1)(b).

Section 7A (2)

“Any employer who is in breach of the provision of the sub-section (1) of this section shall be guilty of an offence under this Act and liable to conviction:

a) In the case of a corporate body, to a fine of Five Hundred Thousand Naira (N500,000.00) for the first breach and One Million Naira

(N1,000,000.00) for subsequent breach; and

- b) In the case of Chief Executive, Secretary, or other Principal Officers of the company, to a fine of Fifty Thousand Naira (N50,000.00) or two years imprisonment for the first breach and three years imprisonment without option of a fine for each subsequent breach.

2.03 THE INDUSTRIAL TRAINING FUND

- i) Formulate policies and guidelines on SIWES for distribution to all SIWES participating bodies, institutions and companies involved in the Scheme;
- ii) Regularly involve in organizing orientation programmes for Students prior to their attachment;
- iii) Receive and process Master and Placement Lists from the Institutions through their Supervisory Agencies i.e. (NUC,NBTE,NCCE);
- iv) Supervise Students on Industrial Attachment;
- v) Disburse Supervisory and Students allowances by e-payment.
- vi) Organize Biennial SIWES National Conference and SIWES Review Meetings;
- vii) Provide insurance cover for Students on

- attachment;
- viii) Provide logistics and materials necessary for effective administration of the Scheme.
- ix) Ensure the visitation (tours) of ITF Officers to the Supervising Agencies, Institutions, Employers and Students on Attachment;
- x) Provide information on companies for attachment and assist in the industrial placement of students;
- xi) Continuously review and carry out research into the operation of the Scheme;
- xii) Vet, process and verify Students' logbooks and ITF Form 8.

2.04 THE SUPERVISORY AGENCIES

The three (3) Supervisory Agencies are:

1. National University Commission (NUC)
 2. National Board of Technical Education (NBTE)
 3. National Commission for colleges of Education (NCCE)
-
- i) Ensure the establishment and accreditation of SIWES Units in Institutions under their jurisdiction;
 - ii) Appointment of full-time SIWES

- Coordinators;
- iii) Adequate funding of the SIWES Units in all Institutions;
 - iv) Vet and approve Master and Placement Lists of Students from participating Institutions and forward same to ITF;
 - v) Develop, monitor and review job-specifications in collaboration with the Institutions towards the maintenance of National minimum Academic Standard for all programmes approved for SIWES;
 - vi) Liaise with ITF and participate in the Biennial SIWES National Conference and other relevant SIWES Seminars, Conferences, workshops and meetings;
 - vii) Research into the development of SIWES in line with advances in technological development';
 - viii) Regularly review courses qualified for SIWES in collaboration with other bodies;
 - ix) Liaise with the ITF, to ensure the implementation of all Federal Government policies on the Scheme.

3.0 THE INSTITUTIONS

- i) Establish SIWES Co-ordination Units with a separate account adequately staffed and

funded to ensure effective operation of the Scheme. The Unit must meet the following minimum requirements:

A) MINIMUM PERSONNEL/MATERIAL REQUIREMENTS

- a. A full-time Head of SIWES Unit, rank should not be less than that of a Senior Lecturer in the related discipline;
 - b. An Administrative Officer (to assist the Head of SIWES);
 - c. A Secretary/Typist/Data Entry Clerk
 - d. An office Assistant
 - e. Adequate office space;
 - f. A personal computer and/or Laptop
 - g. Photocopying machine;
 - h. Separate SIWES account;
 - i. A functional car.
- ii) Appoint SIWES Coordinators, and supporting staff;
- iii) Capture students' bank details at the point of registration for SIWES, (Bank Name, Account Name, NUBAN Account Number and Sort Code).

(a) Three (3) hard copies and a soft copy of Master Lists not later than

- 31st March of each SIWES year or three (3) months before the commencement of Industrial Attachment.
- (b) Three (3) hard copies and a soft copy of Placement Lists not later than 31st May, of each SIWES year or three (3) months before the commencement of Industrial Attachment.
- v) Apply job-specifications as prepared for all the accredited courses and award appropriate credit units in accordance with the Federal Government minimum academic standard guidelines;
 - vi) Identify placement opportunities for Students' attachment with Employers;
 - vii) Supervise Students at their places of attachment and sign their log books;
-
- ix) Submit all completed ITF Form 8 to the nearest ITF Area Office.

3.01 EMPLOYERS OF LABOUR

- i) Collaborate with Institutions of higher learning in the preparation of job specification for approved courses
- ii) Accept Students for Industrial Attachment as stipulated by ITF Decree No. 47 as amended.
- iii) Provide welfare services-medication and

- payment for hospitalization of Students while on attachment
- iv) Participate fully in the assessment of Programmes and Students by completing the necessary instruments - ITF Form 8, Students' log book etc.
- v) Allow Students have access to their facilities;
- vi) Appoint an Industry-based Supervisor for Students on attachment.

3.02 STUDENTS

- i) At the point of registration, students must submit their bank details (Bank Name, Account Name, Nuban Account Number and Sort code) to their school's SIWES Coordinators.
- ii) Attend institution's SIWES orientation programme before going on attachment;
- iii) Obedient to constituted authorities and adhere strictly to all rules and regulations of the Organization where they are attached;
- iv) Be regular and punctual at respective places of attachment;
- v) Avoid change of places of attachment, except in special circumstances which must be determined and approved by their Institution's Supervisor, the Employer and/or the ITF

- vi) Complete Students Commencement Attachment Form (SCAF) and get it endorsed by the Employer for onward submission to ITF;
- vii) Record all training activities and other assignments in log book and complete ITF Form-8 to ensure proper assessment;
- viii) Be diligent, honest, conscientious and take pride in the protection of Employers property throughout the attachment period.

3.03 ELIGIBLE COURSES FOR SIWES FUNDING

Courses in Universities, Polytechnics, Colleges of Technology/Agriculture and Colleges of Education in which Industrial Attachment is compulsory and centrally funded are restricted to Engineering and Technology; including Environmental Studies and other courses that may be approved. All students of NCE (Technical), NCE (Business), NCE (Agriculture), NCE (Home Economics), NCE (Creative Arts and Design) and NCE (Computer Education) Courses in Colleges of Education are also included.

3.04 DURATION OF ATTACHMENT FOR SIWES

S/NO.	TERTIARY INSTITUTION	PERIOD	DURATION	REMARKS
1.	Universities	At the end of 200, 300 or 400 Level of degree programme	6 months	Students in the preliminary classes and post-graduate students are not eligible for SIWES.
2.	Polytechnics, Monotechnics, Colleges of Technology	At the end of 1 st year of two year ND programme	4 months	National Diploma Programme only.
3.	Colleges of Education	At the end of 2 nd year of the 3 year NCE programme	4 months	NCE Technical and other approved courses.

4.0 COMPULSORY REQUIREMENTS

4.01 Master List: Is a comprehensive list of Students expected to participate in SIWES in a given year. It indicates the following: **name of students, matriculation number with year of matriculation, programme of study, level of study, dates showing duration of attachment and nationality.** This list must be prepared serially according to matriculation number. All Master Lists are to be submitted prior to the submission of Placement Lists by participating Institutions to the respective Supervisory Agencies for vetting and approval.

4.02 Placement List: Is the list that indicates **name of students, master list number, matriculation number with year of matriculation, programme of**

study, level of study, period and date of attachment, nationality and specific places students are expected to do their attachment. The Placement lists should be prepared and arranged according to department with bank details (Nuban Account Number and Sort code). All Placement lists are to be submitted by participating Institutions to their respective Supervisory Agencies for vetting and approval.

4.03 Summary Sheet

All Placement Lists must include a **TOP PAGE** listing in a summary form:

- 1) Total number of students on each programme.
- 2) Total number of students involved.

4.04 Orientation Programmes

All Students accepted for SIWES must attend orientation programme on SIWES organised by their Institutions in collaboration with the ITF.

4.05 Supervision of Students

Students on attachment are to be supervised by their Institutions' supervisors and the staff of the ITF. Professional staff of the ITF and Institutions' Supervisors are expected to visit Students at least

two times during attachment.

4.06 **Log-Books**

The Logbooks issued to Students on attachment by Institutions must be examined, vetted and signed by Institution and Industry-based Supervisors and the ITF staff during supervision.

5.0 **SIWES CO-ORDINATING UNITS**

Until recently, very few institutions saw the need for the establishment of Industrial Coordination Unit, and even where they were established, their activities seemed to be narrowed down to only placing Students on Industrial Attachment. However, these Units could be utilized to foster closer links between Institutions of learning and industries. They could be developed to collect data and information on skills needed by industries and challenges facing Industries with a view to referring them to appropriate Institutional Departments for development of learning tasks to be carried out by students. By inference, real-life case studies could be made available to lecturers and Students as well.

The Units, by virtue of their positions as Industrial Liaison Offices, could be the most appropriate channels for guiding Students in career and job placement opportunities. Furthermore, it could

incorporate such schemes, as the College-based Student's Work Experience Programme, which involves setting up pilot projects like Proto-type Industries and Production Centers where Students can acquire industrial experience during the early periods of their training.

6.0 ALLOWANCES

The current Students and Institutions' Supervisory allowances approved by the Federal government are as follows:

- a. Students – N2, 500.00 per Student per month.
- b. Institution Supervisory – N250.00 per Student per month.

6.1 PAYMENT OF STUDENTS' ALLOWANCES

All payments will be made on-line directly into students' accounts by e-payment.

6.2 PAYMENT OF SUPERVISORY ALLOWANCES

1. The Supervisory Allowance payable to each Institution is computed based on the number of completed Form 8 (end of programme report form) submitted by the students.

Account Number & Sort Code.

3. All payment will be made on line directly into the Institutional bank account by e-payment.

6.3 SIWES FORMS

6.3.1 SCAF (Students Commencement Attachment Form)

- To be given to all Students during pre-attachment orientation programme (Appendix C1). These forms are to be completed by the Employers and forwarded to the nearest ITF Area Office.

6.3.2 **ITF FORM 8** - This is the End-of-Programme Report Form to be completed by Students, Employers and Institutions before the forms are sent to ITF Headquarters through the Area Offices (Appendix D1). The completion of this form is evidence of Students' participation and supervision in the programme.

7.0 CONCLUSION

The success of the Scheme is dependent on the co-ordinated efforts by the Federal Government, the Ministry of Industry, Trade and Investment, Ministry of Education, the Industrial Training Fund, Higher Institutions of Learning, Employers of Labour and Students in their involvement in the administration and management of the Scheme.

It is pertinent to mention that the Scheme is aimed at promoting the much-desired technological know-how for the advancement of the Nation. This laudable Scheme amongst others will surely develop the much needed highly-skilled labour force required to build an indigenous self-reliant economy envisaged for Nigeria.

8.0

Computer Education

Creative Arts & Design

**LIST OF DISCIPLINES/COURSES APPROVED BY
THE NATIONAL UNIVERSITIES
COMMISSION (NUC) FOR SIWES FUNDING**

8.1 Agriculture

- Crop and Soil Science
- Animal Science
- Agriculture Economics and Extension
- Forestry
- Fisheries
- Home Economics

8.2 Engineering and Technology

- Agriculture and Forestry Engineering
- Food Processing/Food Science and Technology
- Water Resources and Environmental Engineering
- Chemical Engineering
- Biotechnology

- Engineering Management
- Farm Machinery Engineering
- Transport & Highway Engineering
- Wood Technology
- Maritime Management & Technology
- Mechanical Engineering
- Production Engineering
- Civil Engineering
- Building & Construction Engineering
- Materials & Metallurgical Engineering
- Polymer & Textile Engineering
- Fibre Science & Technology
- Mining Engineering
- Mining & Materials Technology
- Petroleum & Petrochemical Engineering
- Computer Engineering
- Public Health Engineering
- Ceramic Engineering
- Communication Engineering
- Industrial Engineering
- Electrical Engineering
- Electronic Engineering

8.3 **Environmental Sciences**

- Architecture
- Building & Construction Technology
- Estate Management
- Quantity Surveying

-
- Urban & Regional Planning
 - Fine Arts
 - Industrial Design
 - Geography
 - Land & Estate Management
 - Construction Management
 - Surveying and Geodesy & Photogrammetry
 - Meteorology

8.4 **Education**

- Technical Education
- Business Education
- Library Studies

8.5 **Medical Sciences**

- Physio-Therapy and Medicinal Rehabilitation
- Nursing
- Medical Radiography
- Medical Laboratory Science
- Pharmacy

8.6 **Sciences**

- Zoology,
- Microbiology
- Biochemistry
- Botany
- Computer Science

- Geology
- Geophysics & Applied Geophysics
- Industrial Mathematics
- Industrial Physics
- Industrial Chemistry
- Applied Microbiology
- Applied Biochemistry

8.7 Veterinary Medicine

9.0 LIST OF DISCIPLINES/COURSES APPROVED BY THE NATIONAL BOARD FOR TECHNICAL EDUCATION (NBTE) FOR SIWES FUNDING (Accredited National Diploma (ND) Programmes)

9.1 Agriculture and Related Technology

- Agriculture Engineering Technology
- Agriculture Technology (General Agriculture)
- Animal Health & Production Technology
- Fisheries Technology
- Forestry
- Wildlife Management
- Wood & Paper Technology

9.2 Art, Printing and Related Technology

- Art & Industrial Design
- Fashion Design & Clothing Technology
- Printing Technology

-
- 9.3 **Information Technology**
Mass Communication
- 9.4 **Engineering Technology**
Chemical Engineering Technology
Civil Engineering Technology
Electrical/Electronic Engineering Technology
Foundry Engineering Technology
Textile Technology
Petroleum Engineering Technology
Ceramic & Glass Technology
Leather Technology
Irrigation Engineering Technology
Mechanical Engineering Technology
Metallurgical Engineering Technology
Mining Engineering Technology
Mineral Resources Engineering
Marine Engineering Technology
Computer Engineering Technology
- 9.5 **Environmental Design Studies**
Architectural Technology
Building Technology
Cartography
Estate Management
Land Surveying
Photogrammetry
Town & Regional Planning
Quantity Surveying

- 9.6 **Hospitality and Related Technology**
Hotel & Catering Management
Nutrition & Dietetics
Tourism
Home Economics & Management
- 9.7 **Science, Computer and Related Technology**
Library Science
Mathematics/Statistics
Food Technology
Rubber & Polymer Technology
Science Laboratory Technology
Computer Science
- 10.0 **LIST OF DISCIPLINES/COURSES APPROVED
BY THE NATIONAL COMMISSION FOR
COLLEGES OF EDUCATION (NCCE) FOR
SIWES FUNDING**
- 10.1 **Education**
Agricultural Education
Business Education
Home Economics Education
Technology Education
- 11.0 **LIST OF APPROVED INSTITUTIONS
PARTICIPATING IN SIWES**

12.1 FEDERAL UNIVERSITIES

S/NO	NAME OF UNIVERSITY	SUPERVISING ITF AREA OFFICE
1.	Abubakar Tafawa Balewa University, Bauchi	Bauchi
2.	Ahmadu Bello University, Zaria	Kaduna
3.	Bayero University, Kano	Kano
4.	Fed. University of Tech., Owerri	Aba
5.	Fed. University of Tech., Akure	Akure
6.	Modibbo Adama University of Tech., Yola	Yola
7.	Fed. University of Tech., Minna	Minna
8.	Namdi Azikiwe University, Awka	Awka
9.	Obafemi Awolowo University, Ile-Ife	Ibadan
10.	Usman Danfodio University, Sokoto	Sokoto
11.	Fed. University of Agriculture, Makurdi	Makurdi
12.	Fed. University of Agriculture, Abeokuta	Abeokuta
13.	University of Calabar	Calabar
14.	University of Ibadan	Ibadan
15.	University of Nigeria, Nsukka	Nsukka
16.	University of Benin	Benin
17.	University of Port-Harcourt	PortHarcourt
18.	University of Jos	Jos
19.	University of Ilorin	Ilorin
20.	University of Lagos	Lagos Island
21.	University of Maiduguri	Maiduguri
22.	Micheal Opara University, Umudike	Aba
23.	University of Uyo	Uyo
24.	University of Abuja	Abuja
25.	Fed. University of Petroleum Resources Effurun	Warri
26.	National Open University of Nigeria Lagos	Lagos Island
27.	Federal University, Kashere,	Bauchi
28.	Federal University, Lafia	Jos
29.	Federal University, Lokoja	Lokoja
30.	Federal University, Wukari	Yola
31.	Federal University, Oye-Ekiti	Akure
32.	Federal University, Dutse	Kano
33.	Federal University, Ndufu Alike, Ikwo, Ebonyi State	Enugu

12.2 COLLEGES OF EDUCATION OFFERING DEGREES AND AFFILIATED TO FEDERAL UNIVERSITIES

S/NO	NAME OF UNIVERSITY	SUPERVISING ITF AREA OFFICES
1.	Kaduna Poly (B.Ed) Aff. To F.U.T, Minna	Minna
2.	Fed. C.O.E. Zaria (B.Ed) Aff. to A.B.U. Zaria	Kaduna
3.	Fed. C.O.E. Kano (B.Ed) Aff. to A.B.U. Zaria	Kaduna
4.	Fed. C.O.E (T) Potiskum BED Aff. To .FU.T, Minna	Minna
5.	Fed. C.O.E. Pankshin (B.Ed) Aff. To University of Jos	Jos
6.	FCE., (T) Akoka (B.Ed) (Affil. To F.U.T., Minna)	Lagos Island

12.3 STATE UNIVERSITIES

S/NO	NAME OF UNIVERSITY	SUPERVISING ITF AREA OFFICE
1.	Abia State University, Uturu	Aba
2.	Delta State University, Abraka	Warri
3.	Ambrose Ali University, Ekpoma	Benin
4.	Enugu State Uni. Of Science & Tech.,	Enugu
5.	Lagos State University, Ojo	Isolo
6.	Imo State University, Owerri	Aba
7.	Ekiti State University Ado-Ekiti	Akure
8.	Olabisi Onabanjo University, Ago Iwoye	Abeokuta
9.	Rivers State Uni. Of Sci. & Tech., Port-Harcourt	PortHarcourt
10.	Ladoke Akintola Uni. Of Tech., Ogbomosho	Ibadan
11.	Benue State University, Makurdi	Makurdi
12.	Kogi State University, Anyingba	Lokoja
13.	Adekunle Ajasin University, Akoko-Akure	Akure
14.	Ebonyi State University, Abakiliki	Enugu
15.	Kano State University of Tech., Wudil	Kano
16.	Nassaraw State University, Keffi	Jos
17.	Adamawa State University, Mubi, Yola	Yola
18.	Niger Delta University, Yenegoa	Bonny/Yenegoa
19.	Anambra State University of Sci. & Tech., Ulli	Awka
20.	Cross River State University of Technology	Calabar
21.	Osun State University, Osogbo	Ibadan
22.	Katsina State University (Islamic Foundation), Katsina	Katsina
23.	Gombe State University	Bauchi
24.	Kaduna State University	Kaduna
25.	Kebbi state University of Science and Technology, Aliero	Yola
26.	Ibrahim Badamasi Babangida University,	Minna
27.	Kwara State University, Maleta Ilorin	Ilorin
28.	Yobe State University, Damaturu	Yola
29.	Tai Solarin University of Education , Ijebu- ode	Abeokuta
30.	Ekiti State University, Ado-Ekiti	Akure
31.	Ignatuis Ajuru University of Education Port-Harcourt	Port-Harcourt
32.	Plateau State University, Bokokos	Jos
33.	North West University, Kano	Kano
34.	Ondo State University of Science & Tech., Okitipupa	Akure
35.	Southwestern University, Okun Owa, Ogun State	Abeokuta

12.4 PRIVATE UNIVERSITIES

S/NO	NAME OF UNIVERSITY	SUPERVISING ITF AREA OFFICE
1.	Madonna University, Okija, Anambra State	Awka
2.	Igbinedion University, Okada Benin	Benin
3.	Benson Idahosa University	Benin
4.	Babcock University	Abeokuta
5.	Covenant University, Otta	Abeokuta
6.	Caritas University, Enugu	Enugu
7.	Bells University, Abeokuta	Abeokuta
8.	Crawford University, Ogun State	Abeokuta
9.	Lead city University, Ibadan	Ibadan
10.	Novena University, Delta State	Warri
11.	Crescent University, Abeokuta	Abeokuta
12.	Ajayi Crowther University, Oyo	Ibadan
13.	University of Mkar, Benue State	Makurdi
14.	Kwararafa University, Wukari	Yola
15.	Tansian University, Umunya	Awka
16.	Joseph Ayo Babalola University	Ibadan
17.	Bingham University, Karu	Jos
18.	Redeemer's University, Ede Osun State	Ibadan
19.	Bowen University, Osun State	Ibadan
20.	American University of Nigeria, Yola	Yola
21.	Achiever's University, Owo	Akure
22.	Wesley University of Science and Tech. Ondo	Akure
23.	Veritas University, Abuja	Abuja
24.	Western Delta University Oghara	Warri
25.	Al'hikmal University Ilorin	Ilorin
26.	Caleb University, Imota, Lagos	Ikeja
27.	Salem University, Lokoja	Kogi
28.	Obong University, Obong-Ntak	Uyo
29.	Oduduwa University, Ile-Ife	Ibadan
30.	Godfrey Okoye University, Enugu	Enugu
31.	Fountain University, Osogbo	Ibadan
32.	Landmark University, Omu-Aran	Ilorin
33.	Rhema Universit,	Aba
34.	Renaissance Univesity, Ugbawka	Enugu
35.	Elizade University, Wuraola-Ade, Ondo State	Akure
36.	Mc Pherson University, Ibadan	Ibadan
37.	Samuel Adegboyega University, Ogwa, Edo State	Benin

12.5 FEDERAL POLYTECHNICS

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
1.	Akanu-Ibiam Fed. Polytechnic, Unwana-Afikpo	Enugu
2.	Fed. Polytechnic, Nekede, Owerri	Aba
3.	Fed. Polytechnic, Ilaro	Abeokuta
4.	Fed. Polytechnic, Nasarawa	Jos
5.	Fed. Polytechnic, Ado-Ekiti	Akure
6.	Fed. College of Agriculture, Akure	Akure
7.	Fed. Polytechnic, Bauchi	Bauchi
8.	Fed. Polytechnic, Auchi	Benin
9.	Petroleum Training Institute, Effurun	Warri
10.	Fed. College of Agric, Ishiagu	Enugu
11.	Fed. Sch. Of Dental Tech. & Therapy, Enugu	Enugu
12.	Fed. Polytechnic, Oko	Awka
13.	Fed. Polytechnic, Kaura-Namoda	Cusau
14.	Fed. Polytechnic, Ede	Ibadan
15.	Fed. School of Surveying, Oyo	Ibadan
16.	Fed. College of Animal Health & Prod. Tech., Ibadan	Ibadan
17.	Fed. Polytechnic, Offa	Ilorin
18.	Fed. College of Forestry, Jos	Jos
19.	Kaduna Polytechnic, Kaduna	Kaduna
20.	College of Agric. & Animal Sci., Mando-Kaduna	Kaduna
21.	Fed. College of Forestry Mechanisation, Afaka Kaduna	Kaduna
22.	College of Agriculture, Samaru-Zaria	Kaduna
23.	Yaba College of Technology, Lagos	Ikeja
24.	Fed. College of Fisheries & Marine Tech., Lagos	Lagos Island
25.	Fed. Polytechnic, Idah	Lokoja
26.	Kabba College of Agriculture, Kabba	Lokoja
27.	Fed. Polytechnic, Damaturu	Maiduguri
28.	Fed. Polytechnic, Bida	Minna
29.	Fed. College of Wildlife Managt. Tech., New -Bussa	Minna
30.	Fed. College of Fresh Water Fisheries, New-Bussa	Minna
31.	Maritime Academy of Nigeria, Oron	Uyo
32.	Fed. Polytechnic, Mubi	Yola
33.	Fed. College of Agriculture, Ibadan	Ibadan
34.	Nigeria Inst. Of Journalism, Ogba, Ikeja	Ikeja
35.	Fed. College of Forestry, Ibadan	Ibadan
36.	Hussain Adamu Fed. Polytechnic, Kano	Kano
37.	Nigeria Army School of Military Engineering, Makurdi	Makurdi
38.	Fed. College of Leather & Chemicals Tech., Zaria	Kaduna
39.	Fed. College of Animal Health & Prod. Tech., Vom	Jos
40.	Fed. College of Horticulture, Gombe	Bauchi
41.	Fed. College of Land Resources Technology, Kuru	Jos
42.	Fed. College of Freshwater Fisheries Technology, Baga	Maiduguri
43.	Federal Polytechnic, Bali	Yola
44.	Air Force Institute of Technology, Kaduna	Kaduna
45.	Federal College of Statistics, Manchok	Kaduna
46.	Federal Training Centre, Ikoyi	Lagos Island

12.6 STATE POLYTECHNICS

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
1.	Abia State Polytechnic, Aba	Aba
2.	Moshood Abiola Polytechnic, Abeokuta	Abeokuta
3.	Michael Opara College of Agric. Umuagwo	Aba
4.	Rufus Giwa Polytechnic, Owo	Akure
5.	Abubakar Tatari Ali Polytechnic, Bauchi	Bauchi
6.	Delta State Polytechnic, Ozoro	Warri
7.	The Polytechnic, Ibadan	Ibadan
8.	Osun State Polytechnic, Iree	Ibadan
9.	Osun State College of Technology, Esa-Oke	Ibadan
10.	Lagos State Polytechnic, Ikorodu	Ikeja
11.	Kwara State Polytechnic, Ilorin	Ilorin
12.	College of Agriculture, Lafia	Jos
13.	Plateau State Polytechnic, Barkin-Ladi	Jos
14.	Nasarawa State Polytechnic, Lafia	Jos
15.	Nuhu Bamali Polytechnic, Zaria	Kaduna
16.	Kano State Polytechnic, Kano	Kano
17.	Audu Bako College of Agric., Dambatta	Kano
18.	Hassan Usman Katsina Polytechnic, Katsina	Katsina
19.	College of Agriculture, Hadejia	Kano
20.	Kogi State Polytechnic, Lokoja	Lokoja
21.	Institute of Management Technology, Enugu	Enugu
22.	Borno State College of Agriculture, Maiduguri	Maiduguri
23.	Ramat Polytechnic, Maiduguri	Maiduguri
24.	Benue State Polytechnic, Ugbokolo	Makurdi
25.	Akperan Orshi College of Agriculture, Yandev	Makurdi
26.	Niger State College of Agriculture, Mokwa	Minna
27.	Niger State Polytechnic, Zungeru	Minna
28.	Rivers State Polytechnic, Bori	PortHarcourt
29.	College of Agriculture, Zuru	Sokoto
30.	Waziri Umar Polytechnic, Birnin-Kebbi	Sokoto
31.	Akwa Ibom State Polytechnic, Ikot -Osurua	Uyo
32.	Adamawa State Polytechnic, Yola	Yola
33.	Taraba State Polytechnic, Jalingo	Yola
34.	Sokoto State Polytechnic, Sokoto	Sokoto
35.	Delta State Polytechnic, Otefe-Oghara	Warri
36.	Edo State College of Agriculture, Iguoriakhi	Benin
37.	Delta State Polytechnic, Ogwashi-Uku	Warri
38.	Abdu Gusau Polytechnic, Talatan - Mafara	Gusau
39.	Universal College of Technology, Ife	Ibadan
40.	Gateway Polytechnic, Igbesa	Abeokuta
41.	River State College of Arts & Science, Port Harcourt	PortHarcourt
42.	Plateau State College of Agriculture, Garkawa	Jos
43.	Shehu Idris College of Health Science & Technology, Makarfi	Kaduna

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
44.	College of Agriculture and Animal Science, Bakura	Gusau
45.	Edo State Institute of technology and Management, Usen	Benin
46.	Jigawa State Polytechnic, Dutsen	Kano
47.	Taraba State Polytechnic, Jalingo	Yola
48.	Oyo State College of Agriculture, Igbo-Ora	Ibadan
49.	College of Agriculture, Bauchi	Bauchi
50.	D.S. Adegbenro ICT Polytechnic, Ilori-Ewekoro, Ogun State	Abeokuta
51.	Bayelsa State College of Arts & Science, Elebele, Yenagoa	Bonny/Yenagoa
52.	NACABS Polytechnic, Akwanga	Lafia

12.7 PRIVATE POLYTECHNICS

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
1.	Grace Polytechnic, Lagos	Ikeja
2.	Our Saviour Institute of Science & Tech., Enugu	Enugu
3.	Lagos City Polytechnic, Ikeja	Ikeja
4.	Wave Crest College of Catering & Hosp. Management, Surulere	Apapa
5.	Ronik Polytechnic, Ejigbo	Isolo
6.	All Over Central Polytechnic, Sango-Ota	Abeokuta
7.	Crown Polytechnic, Ado-Ekiti	Akure
8.	Interlink Polytechnic, Ijebu-Jesa, Osun	Ibadan
9.	Lighthouse Polytechnic, Benin	Benin
10.	NKST College of Health Technology, Mkar Gboko	Makurdi
11.	United School of Science and Technology, Gamajigo, Jos	Jos
12.	Fidei Polytechnic, Gboko	Makurdi
13.	Temple Gate Polytechnic, Aba	Aba
14.	Maurid Institute of Management and Technology, Nasarawa	Jos
15.	The Polytechnic, Imesi-Ile, Osun State	Ibadan

13.0 FEDERAL COLLEGES OF EDUCATION

S/NO	NAME OF COLLEGE OF EDUCATION	SUPERVISING ITF AREA OFFICE
1.	Federal College of Education, Osiele	Abeokuta
2.	Adeyemi College of Education, Ondo	Akure
3.	Federal College of Education (Tech.) Umunze	Awka
4.	Federal College of Education (Tech.) Gombe	Bauchi
5.	Federal College of Education (Tech.) Asaba	Warri
6.	Federal College of Education (Tech.) Obudu	Calabar
7.	Federal College of Education Eha-Amufu	Enugu
8.	Federal College of Education (Tech.) Gusau	Gusau
9.	Federal College of Education (Special) Oyo	Ibadan
10.	Federal College of Education, Pankshin	Jos
11.	Federal College of Education, Zaria	Kaduna
12.	Federal College of Education (Tech.) Bichi	Kano
13.	Federal College of Education, Kano	Kano
14.	Federal College of Education, Katsina	Katsina
15.	Federal College of Education, Akoka	Lagos Island
16.	Federal College of Education, Okene	Lokoja

S/NO	NAME OF COLLEGE OF EDUCATION	SUPERVISING ITF AREA OFFICE
17.	Federal College of Education (Tech.) Potiskum	Yobe
18.	Federal College of Education, Kontagora	Minna
19.	Federal College of Education (Tech.) Omoku	PortHarcourt
20.	Federal College of Education, Yola	Yola
21.	Federal College of Education, Zuba	Abuja

13.1 STATE COLLEGES OF EDUCATION

S/NO	NAME OF COLLEGE OF EDUCATION	SUPERVISING ITF AREA OFFICE
1.	Alvan Ikoku College of Education, Owerri	Aba
2.	Tai Solarin College of Education, Ijebu-Ode	Abeokuta
3.	Ebonyi State College of Education, Ikwo	Enugu
4.	College of Education, Ikere-Ekiti	Akure
5.	College of Education, Azare	Bauchi
6.	College of Education, Agbor	Benin
7.	College of Education, Warri	Warri
8.	Nwafor Orizu College of Education, Nsugbe	Awka
9.	College of Education, Ekiadolor	Benin
10.	Osun State College of Education, Osun State, Ilesa	Ibadan
11.	Osun State College of Education, Ila Orogun	Ibadan
12.	College of Education, Oro	Ilorin
13.	College of Education (Tech.), Lafiagi	Ilorin
14.	Kwara State College of Education, Ilorin	Ilorin
15.	College of Education, Akwanga	Jos
16.	College of Education, Gindiri	Jos
17.	Kano State College of Education, Kumbotso	Kano
18.	Jigawa State College of Education, Gumel	Kano
19.	Isa Kaita College of Education, Dutsinma	Katsina
20.	Adeniran Ogunsanya College of Education, Otto-Ijanikin	Isolo
21.	Lagos State College of Handicapped,	Lagos
22.	Kogi State College of Education, Ankpa	Lokoja
23.	Kashim Ibrahim College of Education, Maiduguri	Maiduguri
24.	College of Education, Gashua	Maiduguri
25.	College of Education, Waka-Biu	Maiduguri
26.	Umar Ibn Elkanemi College of Education, Bama	Maiduguri
27.	College of Education, Katsina -Ala	Makurdi
28.	College of Education, Oju	Makurdi
29.	Niger State College of Education, Minna	Minna
30.	Rivers State College of Education, Port-Harcourt	PortHarcourt
31.	Adamu Augie College of Education, Argungu	Sokoto
32.	Akwa Ibom State College of Education, Afaha Nsit	Uyo
33.	College of Education, Jalingo	Yola
34.	College of Education, Hong	Yola
35.	College of Education, Gidan Waya	Kaduna
36.	Enugu State College of Education (Tech.) Enugu	Enugu

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
37.	Delta State College of Education, Mosoga	Warri
38.	Abia State College of Education, Arochukwu	Aba
39.	Micheal Otedola College of Primary Education, Noforija-Epe	Lekki
40.	College of Education, Maru	Gusau
41.	Shehu Shagari College of Education, Sokoto	Sokoto
42.	Emmanual Alayande College of Education (Formerly St. Andrew College of Education), Oyo	Ibadan

13. 2 POLYTECHNICS OFFERING N.C.E COURSES

S/NO	NAME OF POLYTECHNIC	SUPERVISING ITF AREA OFFICE
1.	Kano State Polytechnic, Kano	Kano
2.	Hassan Usman Katsina Polytechnic, Katsina	Katsina
3.	Ramat Polytechnic, Maiduguri	Maiduguri
4.	The Polytechnic, Birnin Kebbi	Sokoto
5.	Taraba State Polytechnic	Yola
6.	Plateau State Polytechnic, Barkin-Ladi	Jos
7.	Waziri Umar Polytechnic, Kano	Kano
8.	Abubakar Tatari Polytechnic, Bauchi	Bauchi
9.	Kaduna Polytechnic, Kaduna	Kaduna
10.	Our Saviour Institute of Science, Agric. & Tech., Enugu	Enugu

DIRECTORY OF ITF HEADQUARTERS, AREA OFFICES AND TRAINING CENTRES

**ITF Headquarters,
Office Complex**
Miango Road (OPP. State
Low Cost Building),
P.M.B. 2199 Jos, Plateau State
07050560000

ITF Abuja Corporate Office
ITF House Plot 421,
Adetokumbo Ademola Crescent,
Behind PHCN Headquarers,
Maitama District
Tel. 09-2342073

ITF Area Office, Aba
Onyeike Street,
Off Omoba Road, Ogbor Hill
P.M.B. 7017
Aba Abia State
08053036322

ITF Area Office, Bauchi
Murtala Mohammed Way,
Opp. Azman Filling Station
P.M.B.1270, Bauchi
Bauchi State,
Tel: 08036109153

ITF Area Office, Akure
Olu Alabi Road, Off
Ilesha Garage, P.M.B. 66,
Akure. Ondo State
Tel: 07098801441;
08035416465

ITF Area Office, Abeokuta
ITF Close, Opp. Governor's
Office
Kobape Road, Oke-Mosan
Ogun State
Tel: 08033233072; 08033181752

ITF Area Office, Benin
No. 180 Ekenwan Road
Opp. Bendel Wood Ind. Ltd
P.O.Box 831, Benin City,
Edo State
Tel: 08036109153

ITF Area Office, Enugu
Km 12/13, Abakaliki Express
Way, Emene Industrial
Layout, Enugu
Enugu State
Tel: 07063535513

ITF Area Office Calabar
Block 'G' Northern Industrial
Layout, Ikot Ansa,
Murtala Mohammed
High Way,
P.M.B. 1301,
Calabar, Cross River State
Tel: 08063964711

ITF Area Office, Kaduna
Mogadishu New Layout
Off Ahmadu Bello Way,
Behind NUT End Well Hotel,
P.M.B. 2163, Kaduna,
Kaduna State
Tel: 08039677608;
08033181752

ITF Area Office, Awka,
No. 3 Okoye Ukwu Close,
Off Okpuno Road, P. M. B. 6060
Awka, Anambra State.
Tel. 08034515517

ITF Area Office, Gusau
Gidan Mailittafai, 4th Floor,
Zaria Road, P. M. B. 01140,
Gusau, Zamfara State
Tel: 08069763205

ITF Area Office, Kano
120/124, Kawaji Layout
Off Hadejia Road
P.M.B. 3241, Kano, Kano State
Tel: 08096222508

ITF Area Office, Jos
Opposite Maranatha
Church, Kufang, Miango Rd.
P. M. B. 2199, Jos
Tel: 08034523367

ITF Area Office, Makurdi
Behind UTC Motors
New Bridge Road
P.M.B.102050, Makurdi,
Benue State
Tel: 08023622685

ITF Area Office, Ikeja
Olorunfemi Street, Oregun
(Behind Phillips Factory)
P. M. B. 12660, Ojota
Tel: 08035951166

ITF Area Office, Sokoto
Off Kalambaina Road
Behind Sokoto Foam Factory
P.M.B. 2272, Sokoto, Sokoto State
Tel: 08036029340

ITF Area Office, Katsina
Dutsen-ma Road, Opposite
Katsina Steel Rolling Co.,
Guest House, P. M. B 2157,
Katsina
Tel:08037020559

ITF Area Office, Uyo
No. 6 Esuene Street
Off Abak Road, by
Federal Housing
P. M. B. 1156, Uyo, Akwa Ibom
Tel: 08037058255

ITF Area Office, Maiduguri
1st Floor (Federal Secretariat)
Near Borno Express
Terminus
P.M.B. 1010, Maiduguri,
Borno State.
Tel: 08060453793;
08033499566

ITF Area Office, Abuja
6, Adetokunbo Ademola Crescent
Maitama, Abuja
Tel: 08036318385;
08036109153, 08030807143
08037041749

ITF Area Office, Minna
Mohammed K. Batu /
Broadcasting Road, OffShiroro
Hotel, P. M. B. 158, Minna.
Tel: 08055601429

ITF Area Office, Port-Harcourt
Plot 101 Trans -
Amadi Industrial Layout
P.M.B. 5765, Port-Harcourt
Tel: 08068670963

ITF Area Office, Yola
No. 3 Taura Street,
Off Galadima Aminu Road,
Opposite Federal Pay Office
P. M. B. 2200, Jimeta. Yola
Tel: 08020393815

ITF Area Office, Lagos Island
9th Floor, Elephant House
214 Broad Street, Lagos Island
Tel: 08037014305

ITF Area Office, Lekki
15, Osaro Isokpan Street,
Off Admiralty Way,
Lekki Phase I, Lagos State
Tel: 07065163447

ITF Area Office, Isolo

Ekwu Awolowo House
43 Osolo Way, Ajao Estate
Isolo, Lagos State
Tel: 07025750370; 08037032518

**ITF Centre for Excellence,
Jos**
(Staff Training Centre)
Bukuru Road, P. M. B. 2199
Jos, Plateau State
Tel: 08033078892

ITF Area Office, Lokoja
Near Kogi Secretariat
Kabba/Okene Road, Lokoja
Tel: 08035759546; 08066240308

ITF Area Office, Lafia
St. Ambrose Church Adjacent
Ministry for Local Government
& Chieftaincy Affairs, Lafia.

ITF Area Office, Victoria Island
270, Ozumba Mbadiwe Street,
2nd Floor, Water Front Plaza,
Victoria Island, Lagos State
Tel: 08054081456

ITF Area Office, Apapa
9A Ashanti Road,
By Calcutta Crescent,
Apapa, Lagos State
Tel: 08034239251;
08035061090

ITF Area Office, Warri
163, Udu Road, Ovwian
Opp. Ubiebor Filling Station,
P. M. B. 1015, Warri
Tel: 08032730209; 08037003221
80853036322

Yenagoa- Bonny Area Office
Custom Rd.- Opp. God's Grace
Clinic, Biogbolo, P. M. B. 159,
Yenagoa
Tel: 08066240308, 08055508055

**Model Skills Training Centre
(MSTC) Abuja**
ITF House,
6, Ademola Adetokunbo
Crescent, Maitama, P.M. B. 126,
Garki, Abuja.
Tel: 08033251088

**Industrial Skills Training
Centre (ISTC) Ikeja**
Olorunfemi Street, Oregun
(Behind Phillips Factory)
P. M. B. 12660, Ojota

ITF Area Office, Ibadan
Total Garden, Agodi,
P. M. B. 5199, Ibadan.
Tel: 08033238639

**Industrial Skills Training
Centre (ISTC) Kano**
Dorayi/ Challawa Road,
P. M. B 3222, Kano, Kano State
Tel: 08033000740

Behind PHCN Headquarers,
Mosan
Maitama District
Tel. 09-2342073
08033181752

Kobape Road, Oke-

Ogun State
Tel: 08033233072;

ITF Area Office, Aba
Onyeike Street,
Off Omoba Road, Ogbor Hill
Ltd
P.M.B. 7017
Aba Abia State
08053036322

ITF Area Office, Benin
No. 180 Ekenwan Road
Opp. Bendel Wood Ind.

P.O.Box 831, Benin City,
Edo State
Tel: 08036109153

ITF Area Office, Bauchi
Murtala Mohammed Way,
Express
Opp. Azman Filling Station
P.M.B.1270, Bauchi
Bauchi State,
Tel: 08036109153

ITF Area Office, Enugu
Km 12/13, Abakaliki

Way, Emene Industrial
Layout, Enugu
Enugu State
Tel: 07063535513

ITF Area Office Calabar
Block 'G' Northern Industrial
Layout, Ikot Ansa,
Way,
Murtala Mohammed
Hotel,
High Way,

ITF Area Office, Kaduna
Mogadishu New Layout
Off Ahmadu Bello

Behind NUT End Well

P.M.B. 2163, Kaduna,

MASTER LIST

INSTITUTION:.....

SIWES YEAR.....

S/NO	NAME OF STUDENT	MATRIC. NO.	Course of Study	Level of Study	PERIOD OF ATTACHMENT (DATES ONLY)		Nationality
					FROM	TO	

Name of Institutions' SIWES Coordinator:.....

Designation.....

Signature/Date:

PLACEMENT LIST

INSTITUTION:

SIWES YEAR.....

S/N	NAME OF STUDENT	MATRIC NO.	Course Of Study	Level of Study	Bank Name	ACCT NO.	Sort Code	PERIOD OF ATTACHMENT (DATES ONLY)		NAME & ADDRESS OF EMPLOYER
								FROM		

Name of Institutions' SIWES Coordinator:.....

Designation.....

Signature/Date:

ITF FORM 8



**INDUSTRIAL TRAINING FUND
MIANGO ROAD, P.M.B. 2199, JOS
STUDENTS INDUSTRIAL WORK EXPERIENCE SCHEME
END-OF-PROGRAMME REPORT SHEET**

(To be completed by the Student)

1. (a) Name in Full:.....
.....
 - (b) Registration/Matriculation Number:.....
.....
 - (c) Course of Study:..... Year of Study:.....
 - (d) Name of Institution:.....
.....
-
2. (a) Name & Address of the Establishment of Attachment:.....
.....
.....

(b) The Department/Section:.....
.....

(c) Period of Attachment.

From:.....

To:.....

Number of

Weeks:.....

.....

Total Allowance received by Students:

N.....

K.....

3. Brief outline of experience/relevance of training provided:.....

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4. (a) Where were you attached last? (if applicable):.....

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.....

(b) Total number of weeks engaged in industrial attachment:.....

Signature of Student:.....

Date:.....

.....

PART B (To be completed by the Employer)

Do you agree with the Students comments in items 3 & 4 in Part A? Yes/No. If no please comment:.....

.....
.....
.....
.....

State total amount paid to Student as ITF Allowance:

N..... K.....

In

words:.....

.....
.....

5. Please assess the Students overall performance by ticking the appropriate box as provided.

VERY GOOD GOOD SATISFACTORY POOR

YES/NO

If no, please

comment:.....
.....

Designation/Rank:.....
.....

Signature/Stamp:.....
.....Date:.....

N.B. Forms duly completed by employers should be forwarded to/collected by the respective Institutions under seal.

PART C (To be completed by the Institution)

Indicate number of visits:.....
.....

Give your assessment of the facilities provided by company during visit(s) by ticking

STANDARD	<input type="checkbox"/>	ADEQUATE	<input type="checkbox"/>
RELEVANT	<input type="checkbox"/>	NOT RELEVANT	<input type="checkbox"/>

Give your impression of the Student's involvement in

training:

FULLY/PARTIALLY:.....

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Assessment of Student's Performance (Grading A, B, C or D has to be stated)

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Full Name of Supervisor:.....

Status
Department/Discipline:.....
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.....
Signature/Stamp:.....
..... Date:
.....

N.B. This form is to be returned to the ITF on completion by the respective Institution under seal.

**INDUSTRIAL TRAINING FUND
DIRECT E- PAYMENT FORM (DEPF)**

(To be completed before money is deposited into Students' Bank Account)

AREA OFFICE.....
 INSTITUTION.....
 SIWES YEAR.....
 DURATION.....
 DATE OF COMMENCEMENT.....
 DATE OF COMPLETION.....

S/N	NAME OF STUD.	MAT. NO.	COURSE OF STUDY	ORGSTN. ATTACHED	NO. OF MONTHS SPENT	AMT. TO BE PAID ₦	BANK NAME	ACCT NO.	BANK SORT CODE	REMARKS

