



**SOT TECHNICAL TRAINING INSTITUTE**  
**P.O. BOX 665, BOMET TEL: 0707042067**  
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**Email: [Sottechnicaltraininginstitute@gmail.com](mailto:Sottechnicaltraininginstitute@gmail.com)**

Reference

Date.....

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**Dear sir/madam**

**RE: REQUEST FOR INDUSTRIAL ATTACHMENT FOR**

**NAME.....ADM.....**

The above name student is undertaking a course in **Diploma in Information Communication Technology**. The student is done with the initial stage and is supposed to proceed to industrial attachment as per the syllabus. We kindly request you to grand him/her a place in your institution/firm which will accord the practical exposure within the limit of their syllabus coverage as highlighted below;

1. Computer Maintenance and Repair
2. Computer Security and Control
3. Computer Networks
4. Communication Skills
5. Computer Programming
6. Computer Application
7. Operating Systems

The attachment is scheduled to commence from 1/1/2024 to 31/3/2024.

We appreciate your continued cooperation and assistance in attaching our students.

Thankyou

Philiph C.Ruto

Industrial ILO

FOR: PRINCIPAL

