

Date: **10th/December/2025.****INDUSTRIAL TRAINING PROGRAM**

S/N	ACTIVITY	DATE	PERSON RESPONSIBLE
1.	Payment of supervision fees	01 st Dec 2025	HOS, HODs, Accounts
2	Industrial Training Begins	08 th Dec 2025	HOS, HODs AR's Office
3	Deadline for submission of placement letters to ARs office	19 th Dec 2025	HOS, HODs AR's Office
4	industrial training evaluation meeting activity.	13 th Feb 2026	Academic superiors, Accounts, AR, Principal
5	Deadline for Payment of supervision fees	31 st Dec 2025	HOS, HODs, Accounts
6	Supervision begins	05 th Jan 2025	AR's and Accounts Office
7	Supervision Ends	17 th Jan 2026	HOS, HODs, Accounts
8	Preparation and submission of IT Report and Log books to AR's office by the Academic Supervisors	26 th – 30 th Jan 2026	HOS, HODs, and Academic supervisors
9	Uploading of Industrial training marks to Ars office	30 th Jan 2026	HOS, HODs, and Academic supervisors
10	Submission of Industrial training marks to UVTAB system	31 st Jan 2026	HODs AR's Office
11	Reporting for new term/semester	02 nd Feb 2026	All stakeholders

NB to All Students

- Please take note of the dates and activities outlined in the Industrial Training schedule.
- Each student is responsible for ensuring timely submission of placement letters, payment of supervision fees, and completion of all training requirements.
- Ensure that your logbooks and reports are accurately filled in and submitted within the stated deadlines.
- Late submissions or failure to meet the requirements may affect your Industrial Training assessment and progression.

