



LETTER OF ENDORSEMENT

FOR ADVANCED CERTIFIED INDUSTRY TRAINER (ACIT)

This part of the form is to be completed by company's HR / Training Manager or equivalent.

Dear Sir/Mdm of ITE Skills Training & Services

1. We fully support _____ (Applicant's name) application for the award of Advanced Certified Industry Trainer (ACIT). We confirm that the applicant has been a practitioner of workplace training and coaching and acquired the relevant training experiences.

2. We have reviewed and endorse that the following documentary evidences supporting * his/her credential are true and accurate.
 - (a) Task Analysis
 - (b) Assessment Checklist
 - (c) Coaching Session Plan
 - (d) Lesson Plan

Signature	:		
Name / Designation	:		
Date	:		
Contact Tel No.	:		
Email	:		
			Company stamp

* Delete as appropriate