



TECHNICAL UNIVERSITY OF KENYA

**FACULTY OF SOCIAL SCIENCES AND TECHNOLOGY  
SCHOOL OF BUSINESS AND MANAGEMENT STUDIES**

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DATE: \_\_\_\_\_

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Dear Sir/Madam

**RE: RESEARCH LETTER FOR:** \_\_\_\_\_

**COL. NO.** \_\_\_\_\_

The bearer of this letter is a student in this institution who is undertaking Diploma in Business Information Technology course in the School of Business & Management Studies in the Department of Management Science and Technology.

As a requirement for this; students are required to carry out a research study in an area which is relevant to the course.

We would be very grateful if you could assist the student with the information he may require.

Yours faithfully

**Prof. Collins Miruka**  
Director, School of Business and Management Studies

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