LABORATORY PLACEMENT APPLICATION FORM

DEPARTMENT OF COMPUTER AND COMMUNICATION SYSTEMS ENGINEERING
FACULTY OF ENGINEERING, UNIVERSITI PUTRA MALAYSIA

APPLICANT DETAILS

LABORATORY		
		Photo Passport size
NAME		
RESIDENTIAL ADDRESS		
MATRIC ID		

MATRIC CARD SERIAL NO.		**PHONE NO.**	
EMAIL		**GENDER**	Male / Female *
SUPERVISOR		**NATIONALITY**	
PROGRAM	☐ PhD ☐ MSc ☐ BEng	**CLASSIFICATION**	Research / Coursework *
PLACEMENT DURATION	FROM _____ TO _____	**UPM ENROLLMENT DATE**	

TABLE NO: _____ ☐   **ACCESS CARD** ☐   **COMPUTER** ☐   **OTHERS:**

STUDENT DECLARATION

1. By signing this application, I have read and agreed to comply with the Safety Manuals, rules, and regulations of the corresponding labs.
2. Head of Laboratory has the right to reject the application or to cancel the placement without prior notice if there is any inaccurate information given.
3. Extension of stay will be subjected to availability of place and approval of the Head of Laboratory.
4. I will be responsible for the damages or losses caused in the corresponding laboratory pertaining to the user equipment's.

Applicant's Signature		Supported by Supervisor *(Sign & stamp)*	
Date		Date	

APPLICATION APPROVAL (For Office Use Only)	**RETURN APPROVAL** (For Office Use Only)
(To be filled in by Head of Laboratory) Remark: Signature & Stamp: ……………………………………….. Date:	*(To be filled in by Head of Laboratory)* Remark: Signature & Stamp: ……………………………………….. Date:
(To be filled in by Assistant Engineer of Laboratory) Remark: Signature & Stamp: ……………………………………….. Date:	*(To be filled in by Assistant Engineer of Laboratory)* Remark: Signature & Stamp: ………………………………………... Date: