ITU/F002/01

KOLEJ POLY-TECH MARA KUANTAN
KM8, Jalan Gambang
25150 Kuantan
Tel: 09-5366701 Fax: 09-5366515

REPORT OF DUTY NOTIFICATION

This is to confirm that this student has reported for duty in our organization.

STUDENT

Name : _____

I.D. No : _____

ORGANIZATION

Organization Name : _____

SSM Registration No : _____

Organization Address : _____

_____

INDUSTRIAL SUPERVISOR

Name : _____

Designation : _____

Contact No. : _____

Email : _____

Signature : _____

Organisation Official Stamp

The completed form must be emailed/faxed to:

NURHIDAYATUL ASYIKIN BINTI RAMLAN
Academic Supervisor
Industrial Training Unit (AB107)
Kolej Poly-Tech MARA Kuantan
KM8, Jalan Gambang
25150 Kuantan
Tel: 09-5366701
Fax: 09-5366515

Email: nurashikin@gapps.kptm.edu.my

If this form is not returned within the stipulated date, it will be assumed that the student is not registered and did not report for duty. Hence, no evaluation will be made on the student.