



**UMS**  
UNIVERSITI MALAYSIA SABAH

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**PRACTICAL TRAINING ASSESSMENT FORM  
ATTENDANCE RECORD**

This form needs to be sent to the Work Supervisor once a week for endorsement. The form must be compiled together in the Final Report as Appendix A. Please fax/scan & email this page together with **NOTICE OF COMPLETION** of the BLI5-logbook to your academic supervisor by week 12 besides the original copy in the final report.

**NAME OF STUDENT:** \_\_\_\_\_

**NAME & POSITION OF WORK SUPERVISOR:** \_\_\_\_\_

Week	Date: (from)	Date: (to)	Number of days	Remarks	Signature
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

[Remarks: Attendance contributes 10% of the total mark of Practical Training Assessment. Please specify reason(s) for any absenteeism.]

Company Stamp:

Date: