

FACT SHEET
Application To Attend Course or Seminar

Course Title :

Course Organizer :

Date of Course :

Venue :

Objectives of the Course :

Costs :

Registration Fee*	RM	(1.L. JKR)
Accommodation	RM	
Transportation	RM	
Allowance	RM	

Benefits to Department :

Name of Participant :

No. of Course Attended :
(Current year)

Recommended by :

Signature: Date:
Branch Head/District Engineer

Source of Fund : Institut Latihan, J.K.R. Sabah - Registration Fee

KPP in Charge of Fund : Fund Available/Not Available
: **Signature:**

KPP/Institut Latihan, J.K.R. Date:

Status of Application : Accepted/Not Accepted
: **Signature:**

(Timbalan Pengarah/Khidmat Teknikal) Date: