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|  | **OPERASI PERKHIDMATAN SOKONGAN****PUSAT PEMAJUAN KOMPETENSI BAHASA****Kod Dokumen: OPR/CALC/BR02/EXT** |
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| **BORANG PERMOHONAN KURSUS BAHASA*****LANGUAGE COURSE REQUEST FORM*** |

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| Nama / Institusi / Syarikat: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Name / Institution / Company* |
| Alamat: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Address* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Pegawai Bertanggungjawab : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Person-in-Charge* |
| No. Telefon (Pejabat): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No. Telefon Bimbit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Phone No. (Office)* *Mobile No.* |
| Kursus Dipohon: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Course(s) Requested* |
|  Intensif / *Intensive* [ \_\_\_\_\_ jam / hari (*hours / day*)] |
|   Biasa / *Normal* [ \_\_\_\_\_ jam / minggu (*hours / week*)]Tempoh Kursus / *Course Duration*: \_\_\_\_\_\_\_\_ jam / *hours*Tarikh Mula / *Beginning Date*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Bilangan Peserta / *No. of Participants*: \_\_\_\_\_\_\_\_   |
| Tempat Kursus / *Venue*: CALC Lain-lain / *Others* (Sila nyatakan / *Please state*):   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
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| Keperluan Lain (Jika ada):*Other Requirements (If applicable)* |
| 1. Sijil Penyertaan (Kehadiran) / *Certificate of Attendance*
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| 1. Ujian / Penilaian / *Test or Evaluation*
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| **Kegunaan Pejabat / *Office Use*** |
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|  Setuju Laksana Perkhidmatan Tidak Setuju Laksana Perkhidmatan(Sebab): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tarikh Permohonan Diterima: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |
| Tempoh Kursus: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| Cara Pembayaran: Tunai Cek LONama Pengajar: 1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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