

Carlos Hilado Memorial State College

Alijis Campus | Binalbagan Campus | Fortune Towne Campus | Talisay Campus

To be a leading GREEN institution of higher learning in the global community by 2030 (Good governance, Research-oriented, Extension-driven, Education for Sustainable Development &Nation-building)

College of Computer Studies

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C(63-34) 434-8148

ON-THE-JOB TRAINING AGREEMENT

	(Name of Company/Institut	on)	(Nam	e of Student Trainee)	
	Science in Information Techno itution as part of his/her corpo			eems to work in this	
1.	The On-The-Job Training (OJT) Program is designed for 600 hours/semester with a maximum of 40 hours/week.				
2.	The training period begins of	n	, 2022, and ends up to	, 2022.	
3.	While in the process of train employed.	ining, he/she will have the status of a trainee, neither a regular worker			
4.	The student trainee agrees to perform diligently the work assigned to him/her. He/She also agrees to pursue faithfully the prescribed training program and to improve his/her efficiency, knowledge and personal traits.				
5.	The official from Carlos Hilado Memorial State College shall make supervisory and instructional visits to the company/Institution during the training period to evaluate student's training progress and to discuss training problems.				
6.	The coordinator shall have the authority to transfer or withdraw the student trainee for reasonable grounds.				
7.	The company/Institution has the right to sever the training of the student trainee who does not meet the performance required.				
8.	The student may request transfer if deems necessary, shall be evaluated by the school's coordinator and shall be granted if properly justified.				
9.	All complaints regarding the conduct and performance of student trainee shall be made to the College.				
10.	The training of the student On-The- Job Training (OJT)		to all laws, rules and reg	gulations in the conduct of	
	reement shall take effect imm shly reviewed this document a				
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BEN	JIE A. EDROSO		RON	ELY ARAGON	
	Student Trainee		Compar	y's Representative	





Parent/Guardian



CCS OJT Coordinator