



Republic of the Philippines
NUEVA ECIA UNIVERSITY OF SCIENCE AND TECHNOLOGY
On-the-Job Training and Career Development Center
Cabanatuan City
ISO 9001:2015 Certified

STUDENT ON-THE-JOB-TRAINING WEEKLY REPORT

Name:	Company:
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Course and Section:	Training Station:	Date:
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DAYS	SUMMARY OF WORK, DUTIES AND RESPONSIBILITIES	HOURS
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		
	TOTAL TRAINING HOURS PER WEEK	

Prepared by:

Checked by:

<NAME OF STUDENT>

On-the-Job Trainee

<NAME OF TRAINER>

Trainer/Supervisor

Noted by:

ALEXANDER S. COCHANCO

Ojt Coordinator

NEUST-OJT-F011 REV.

00 (02.11.19)