

FOCS StudF03: Student's Progress Report

**Tunku Abdul Rahman University College
Faculty of Computing and Information Technology
Industrial Training Progress Report**

Activity Log

Name of Trainee: _____

Name of Company: _____

Month/Year: _____

Attached a photo
here
(use digital photo)

Week	Projects / Activities
1	
2	
3	
4	

Suggestions / Comments / Additional information (if any): _____

Leave Application / Leave Taken

1. From (dd/mm/yyyy) _____ to (dd/mm/yyyy) _____ (_____ days)

2. Reasons for taking leave: _____

3. Total number of days taken: _____

I hereby declare that the information given above is correct.

Signature: _____ **Date:** _____
(dd/mm/yyyy)

Endorsement by the Company Supervisor:

The above is a true record of activities taken by the trainee in the captioned week.

Signature of Supervisor: _____

Name of Supervisor: _____

Date: (dd/mm/yyyy)_____

Email: _____

Mobile / Office Contact
No.: _____

Company Stamp:

Company stamp with address
