

PRACTICUM CONFIRMATION AND ACCEPTANCE FORM

IMPORTANT INFORMATION

- STUDENTS ACCEPTED FOR PRACTICUM IN A HOST COMPANY WILL HAVE TO ACCOMPLISH THIS FORM.
- ASK THE PRACTICUM SUPERVISOR/ COMPANY REPRESENTATIVE TO FILL IN THE DETAILS OF THE TRAINING.
- SUBMIT TO THE PRACTICUM ADVISER/COORDINATOR PRIOR TO THE START OF TRAINING.

NAME OF STUDENT	<u>Martin A. Newlan</u>	STUDENT NUMBER	<u>2021150946</u>
COURSE CODE	<u>IT199F</u>	SY/TERM ENROLLED	<u>2024-2025 / 3rd Term</u>

This is to certify that _____ (name of student-trainee) has been accepted for practicum at City Government of Binan, Brgy. Zapate Binan, Laguna (name and address of establishment) and will be attached to the FCO department/s for a minimum of, but not limited to 484 hours. Training will commence on April 22, 2025 and is expected to end on July 11, 2025. Attached is the list of requirements.

COMPANY REPRESENTATIVE

<u>JENNIFER B. SARMIENTO</u> Head, City Human Resources Development Office Signature over Printed Name	<u>HR Department Head</u> Official Designation
<u>City Human Resources Development Office</u> Department	<u>chrd@binan.gov.ph / 049-513-5012</u> Email and Contact Number/s

NOTED BY

<u>Adornas Ilao</u> Signature over printed name of Practicum Coordinator	<u>5/2/2025</u> Date
---	-------------------------

FORM OVPA 030B

COPY: (1) STUDENT; (2) HOST COMPANY; (3) PRACTICUM COORDINATOR

THIS FORM IS AVAILABLE AT THE OVPA.