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| **AKADEMI PENGAJIAN BRUNEI** | **BORANG MEMOHON SURAT BAGI KAJIAN KERJA LAPANGAN DAN LAWATAN /***APPLICATION FORM FOR REQUESTING LETTER FOR FIELDWORK AND STUDY* |
| **NOTA PENTING/** *IMPORTANT NOTES** Borang ini hendaklah diisikan dengan **LENGKAP** dan **JELAS. /** *This form must be filled in COMPLETELY and CLEARLY.*
* Pengesahan pensyarah hendaklah dibuat sebelum menghadapkan borang kepada pihak Pentadbiran APB. / *Lecturer's endorsement should be obtained before submitting the form to the APB administration.*
* Borang yang sudah lengkap hendaklah dihantar ke Pejabat Akademi Pengajian Brunei/ *Completed forms should be submitted to the Academy of Brunei Studies Office.*
* Borang yang **Tidak lengkap** atau **Tidak jelas Tidak akan diproses. /** *Incomplete or unclear forms will NOT be processed.*
* Sila sertakan **ringkasan kertas cadangan kajian atau lawatan** untuk rujukan pihak pentadbiran/*Please include a summary of the proposed study or visit for administration references.*
* Permohonan hendaklah dihadapkandalam tempoh **Dua (2) minggu semasa waktu bekerja** sebelum tarikh membuat Kajian atau Lawatan. / *Application (s) should be submitted TWO (2) weeks during working hours before the date of the study and visit.*

*\** Sila sertakan senarai nama pelajar jika lebih dari seorang pelajar / *Please attach a list of student names if there is more than one student.* |

1. **Keterangan Pelajar** *(Student Details)***:**

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| \***Nama Pelajar***(Student Name)*  |  |
| **No. Pendaftaran***(Registration No.)* |  | **No. Telefon***(Phone. No)* |  | **Tahun Pengajian***(Student Name)* |  |
| **Program & Fakulti***(Programme & Faculty)* |  | **Tarikh***(Date)* |  | **Tandatangan***(Signature)* |  |

1. **Maklumat Tempat Kajian/ Lawatan** *(Study/Visit Location Information)***:**

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| **Kod & Nama Modul***(Module Code & Name)* |  |
| **Tajuk Kajian/ Lawatan***(Title of Study)* |  |
| **Tujuan & Objektif Kajian/ Lawatan***(Aims & Objectives of Study/ Visit)*  |  |
| **Nama ditujukan***(Name to be addressed)*  |  |
| **Jawatan** *(Position)* |   |
| **Alamat Penuh***(Full Address)* |  |

1. **Tarikh Kajian Kerja Lapangan/ Lawatan** *(Study/Visit Dates)***:**

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| **Tarikh Mula** *(Commence Date)* |  | **Tarikh Tamat** (*End Date)* |  |

1. **Pengesahan** *(Verification):*

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| **Nama Pensyarah** *(Name of Lecturer)* |  |
| **Tandatangan***(Signature)* |  | **Tarikh** *(Date)* |   |

1. **Diterima oleh** *(Received by)***:**

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| **Nama** *(Name)* |   | **Tandatangan** *(Signature)* |  | **Tarikh** *(Date)* |  |