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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)* |  |