


**FINAL YEAR PROJECT
 APPLICATION TO USE LABORATORY AND EQUIPMENT**

Submit two (2) copies of this application to the Laboratory

PART I: STUDENT AND PROJECT DETAILS					
Student's Name:					
Matric Card No.:		Telephone No.:		FYP Code:	
Final Year Project Title:					
Supervisor's Name:					
PART II: LABORATORY AND EQUIPMENT DETAILS					
Name of Laboratory:					
<i>After discussing with the Assistant Engineer/Technician, specify the date and time you will use the Laboratory:</i>					
No.	Date	Time	No.	Date	Time
1			8		
2			9		
3			10		
4			11		
5			12		
6			13		
7			14		
<i>Specify the Equipment that you will be using or borrowing:</i>					
No.	Equipment	ID or Code	Units	Duration of Use	
1					
2					
3					
4					
5					
6					
7					
8					
PART III: DECLARATION BY STUDENT					
<p>I, _____, hereby agree to comply with all rules specified by the abovementioned Laboratory in using its space and facilities. I also agree to take good care of the abovementioned Equipment that I use or borrow. I will take full responsibility for any loss or damage. If I fail to comply to the rules, the Head of Laboratory or Assistant Engineer/Technician has the right to revoke the permission granted for using the Laboratory and/or Equipment.</p>					
Student's Signature:			Date:		
NRIC No.:					

PART IV: ENDORSEMENT BY SUPERVISOR

I hereby agree that the student above will be required to use the abovementioned Laboratory and/or Equipment to fulfill the needs of his/her Final Year Project.

Supervisor's Signature:

Date:

Official Stamp:

PART V: DELIBERATION BY HEAD OF LABORATORY

I hereby ***approve / reject** this application to use the Laboratory and Equipment specified above.

Head of Laboratory Signature:

Date:

Official Stamp:

* Delete whichever is not applicable

Notes:

- (1) The original copy should be kept by the laboratory.
- (2) The second copy is for the student to attach in the logbook.