



**INDUSTRIAL TRAINING CALENDAR
FACULTY OF MODERN LANGUAGES AND COMMUNICATION
UNIVERSITI PUTRA MALAYSIA**

FIRST SEMESTER SESSION 2025/2026

NO.	DATE	ACTIVITY
1.	10 June 2025 (Tuesday) – Week 12 of lectures	Students begin filling out the Industrial Training Placement Application Form (BR00-LI)
2.	1 August 2025 (Friday)	Students receive industrial training offers and placements
3.	1–2 September 2025 to 15–16 February 2026	Industrial Training Weeks (24 weeks)
4.	1 September 2025	Students report for duty at the employer's company
5.	2 – 8 September 2025	Students submit the reporting form (via email or to the FBMK office) Form: PU/PS/BR01/LI
6.	22 – 28 September 2025 (Week 4 of Industrial Training)	Distribution to Supervising Lecturers
7.	8 December 2025 – 1 February 2026 (Week 15 – 22 of Industrial Training)	Supervising Lecturers conduct monitoring
8.	15 February 2026	End of Industrial Training
9.	16 February 2026 – 22 February 2026 Report submission date	- Employers submit Supervision Evaluation Report (Form: FBMK3/Q/LI-B) - Students submit reports to the Department - Logbook - Assignment report and form: (Form: FBMK3/Q/LI-B)
10.	23 February – 1 March 2026	Lecturers submit marks to the Coordinator - Logbook evaluation - Assignment report evaluation - Industrial training performance report evaluation (Form: FBMK3/Q/LI-B) - Industrial training monitoring evaluation (Form: FBMK3/Q/LI-C)
	To be informed later	Coordinator begins entering evaluation marks into e-SMP

- The student's industrial training period is based on the date they start reporting for duty.
- The total duration of industrial training is 24 weeks (equivalent to 12 credit hours).

Verified by: Deputy Dean (Academic and Student Affairs)

Last updated: 7 May 2024