

**KUWAIT INSTITUTE FOR SCIENTIFIC RESEARCH
 HUMAN RESOURCES DIVISION
 MANPOWER DEVELOPMENT DEPARTMENT**

AGREEMENT FORM

COURSE TITLE:		
DATE:	(days/week)	Time:
NAME (Correct Spelling): Dr./Eng./Mr./Ms.....		
ID:		
JOB TITLE:		
CATEGORY:		
CENTER/PROGRAM:		
TELEPHONE & EXTENSION:		
E-MAIL:		
HIGHEST EDUCATIONAL DEGREE OBTAINED:		
NATIONALITY:		
<p>A. I AGREE TO ATTEND THE ABOVE MENTIONED COURSE (Please tick-mark) <input type="checkbox"/></p> <p>(If a participant discontinues a course during the course duration, he/she may not be considered for other training programs (i.e., in-house, local, abroad, OJT, etc.) during that fiscal year</p> <p>DATE:.....</p>		
<p>B. I DISAGREE TO ATTEND THE ABOVE MENTIONED COURSE (Please tick-mark) <input type="checkbox"/></p> <p>(Please provide the justification at the space below)</p> <p>.....</p> <p>.....</p> <p>DATE:</p>		

Nominee: _____ Program Manager: _____
 (Signature) (Signature)

Research Co-Ordinator: _____ Operation Division: _____
 (Signature) (Signature)

NOTE: * Participant(s) are required to obtain a minimum 80% of attendance to obtain the course certificate
 * This agreement form must reach Manpower Development Department (MDD) on or before the set deadline
 * Once the agreement form has been completed and sent to MDD, the participant is supposed to attend the course without any further notification from MDD. In case the course is cancelled or anything unforeseen happens, MDD will inform the participant

*** In compliance with MDD rules and regulations, nominees who have signed an agreement form/registered for a training course and fails to show up will be SUSPENDED from attending ALL in-house, local, abroad courses**