For Self-Financed / Postgraduate Programme
in the Faculty of Medicine

Job Request Form

Optical Scanning Services - MCQ Exam

Prof./Dr./Mr./Ms.   Surname   Given Name   (Please fill in BLOCK Letter)

Requested By:	Telephone No.:
Department:	Email Address:
Endorsed By:	Date Sent: ____ D/ _____ M / ____Y
(Chairman of Department / Head of Unit)	Date Required : ___ D/____M / ___Y

Part A: Optical Scoring & Reporting for MCQ Exam

Title of Programme:
Name of Programme Director:
Charges:

  a.   Man hour[1]: $800 per hour (minimum charge is $800)
  b.   Cost of paper per sheet: $1.00 (effective 1 July 2010)

For Official Use (to be completed by FPO):		Company Code:
No. of Sheets Used:	Man Hour(s):	Cost Centre:
		Account Code:

[1] inclusive of labour, equipment & equipment maintenance costs