



**PERMIT TO GIVE EXAMINATION/HOLD CLASS  
OUTSIDE OF REGULAR CLASS SCHEDULE**

Course Number:	<u>Envi 110</u>	Course Title:	<u>Natural Resource and Environmental Management</u>
Semester	<u>1<sup>st</sup> / 2<sup>nd</sup></u>	Academic Year:	<u>2024- 2024</u>
[ ] Lecture	[ / ] Laboratory	Regular Class Schedule:	<u>W4-7, Th10-1, F1-4</u>

May I request to [ / ] hold exam [ ] conduct class outside of the regular schedule to  
(date and time) 03/08/24, 8am-4pm at the (venue) ITEEM-LR for the following reasons:

- [ / ] Exam in departmental and students taking the exam belong to different sections.  
[ ] Regular meeting day has declared a holiday  
[ ] other (please specify) \_\_\_\_\_

**I hereby certify that** the above schedule is agreed upon by all students concerned and not in conflict with ay calendared University activity. Students who cannot take the exam/attend the Class due to justifiable reason agreed to make up at a convenient time.

JANNELLE G. ASOMBRADO  
Signature over Printed Name of Faculty

Recommending Approval: <u>TEOFANES A. PATINDOL</u> Department Head	Noted: <u>CHONA A. BRIT</u> OIC, Dean of Students	Approved: <u>RENEZITA S. COME</u> College Dean
Date: _____	Date: _____	Date: _____

*to be accomplished after the examination/class was conducted*  
**CERTIFICATION**

This is to certify that the above examination/make-up class was conducted on:

[ ] date(s), time, and venue stated above

[ ] Changed schedule: Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Venue: \_\_\_\_\_

If changed, state reason(s):  
\_\_\_\_\_  
\_\_\_\_\_

Certified True and Correct:

JANNELLE G. ASOMBRADO  
Name and Signature of Faculty  
Date: \_\_\_\_\_

TEOFANES A. PATINDOL  
Name and Signature of Department Head  
Date: \_\_\_\_\_

*\* to be accomplished in 3 copies*