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(To be attached to Application for Leave Form and/or Travel Order/Request)

Name of Faculty		Department		Date of Filing
LILIAN B. NUÑEZ		ISRDS		January 9, 2023
Subject(s) Taught	Class Schedule	No. of Students	Arrangement for classes missed/ to be missed	
Scio 11 – Gender & Society	8:30-10:00 MF	43	Lectures shall have been completed by then. Students will be given time to accomplish their learning tasks in the virtual classroom to avoid an INC mark.	
DSOC205 - Sociological Theory	9-12 F	3	The last day of classes will be devoted to preparing of the final paper for the students to avoid an INC mark.	
<p>Reason(s): To participate in the Value Chain Analysis Workshop as project team member of the Inclusive Value Chain (IVC) Philippines joint project of ACIAR, VSU, and UP Mindanao</p> <p>a. Leave: Date(s): ___ Vacation ___ Sick ___ others (Pls. specify):</p>		<p>b. Travel: Dates: <u>January 22-30, 2023</u> <u>(Sunday to Sunday)</u></p>		
<p>Conforme:</p> <p><u>N/A (VC in lieu of classes)</u> <i>Name & Signature of person taking over the classes(s)</i></p>		<p>Prepared by:</p> <p><i>[Signature]</i> LILIAN B. NUÑEZ <i>Instructor/Professor</i></p>		
<p>Approved by:</p> <p>MOISES NEIL V. SERIÑO <i>Dean, CME</i> Date: _____</p>				

**to be accomplished in 2 copies*

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.