



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

Course Number: Envi 11 Course Title: Environmental Science
Semester: 1st 2nd Academic Year: 2023 - 2024
[/] Lecture [] Laboratory Regular Class Schedule: MTh 9:00-10:30, MTh 11:30-13:00, MTh 14:30-16:00, MTh 16:00-17:30, TF 10:00-11:30, TF 11:30-13:00, TF 15:00-16:30

May I request to [/] hold exam [] conduct class outside of the regular schedule to

(date and time) 10-04-23 (8:00-9:00, 9:00-10:00, 10:00-11:00, 11:00-12:00, 13:00-14:00, 14:00-15:00, 15:00-16:00)

at the (venue) DPBG-LH and Plant Science Building-DPBG 11
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) Regular meeting was suspended due to intramurals activities

Having took efficiency on September 01, 2023, two weeks after the official start of classes.

I hereby certify that the above schedule is agreed upon by all students concerned and not in conflict with any 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>ELIZA D. ESPINOSA</u> Department Head <u>9/24/23</u>	Noted: <u>CHONA A. BRIT</u> OIC, Dean of Students	Approved: <u>DENNIS P. PEQUE</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:

Name and Signature of Faculty
Date: _____

Name and Signature of Department Head
Date: _____

*to be accomplished in 3 copies

