



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

Course Number: AgSc 20 Course Title: Basic Farm Machineries & Mechanization
Semester: 1st / 2nd Academic: 2023 - 2024
Year: _____
☒ Lecture ☐ Laboratory Regular Class Schedule: TF 8-9 AM

May I request to ☒ hold exam ☐ conduct class outside of the regular schedule to
(date and time) 2/25/2024 @ 3-5 PM at the (venue) Department of Agronomy Km 203

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) Provide enough time for students to answer the exam.

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.

QUIMSON R. CAÑETE

Signature over Printed Name of Faculty

Recommending Approval:

DIONESIO M. BAÑOC
Department Head

Noted:

CHONA A. BRIT
Dean of Students

Approved:

VICTOR B. ASIO
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:

QUIMSON R. CAÑETE

Name and Signature of Faculty
Date: _____

DIONESIO M. BAÑOC

Name and Signature of Department Head
Date: _____

** to be accomplished in 3 copies*



DEPARTMENT OF AGRONOMY

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