



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

Course Number: Mete 144 Course Title: Climatology and Climate Change
Semester 1st ☒ 2nd Academic Year: 2022 - 2023

☐ Lecture ☐ Laboratory Regular Class Schedule: 11:00 – 12:30 MTh

May I request to ☐ hold exam ☐ conduct class outside of the regular schedule to

(date and time) Mar 25, 2023 | 10:00AM – 12:00PM at the (venue) EB-104 Annex

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 cancelled due to student activities in celebration of MetWeek 2023 (from March 20-24, 2023).

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.

DANIEL C. LOR

Signature over Printed Name of Faculty

Recommending Approval:

Noted:

Approved:

CHARLIE S. ANDAN

MANOLO B. LORETO, Jr.

JANNET C. BENCURE

Department Head

Dean of Students

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:

DANIEL C. LOR

Name and Signature of Faculty

Date: _____

CHARLIE S. ANDAN

Name and Signature of Department Head

Date: _____

** to be accomplished in 3 copies*