

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

Course Number: Agsc 20 Course Title: BASIC FARM MACHINERIES AND MECHANIZATION
Semester: 1st / 2nd Academic Year: 2023 - 2024
☒ Lecture ☐ Laboratory Regular Class Schedule: MTh 2:00 - 3:00

May I request to ☐ hold exam ☒ conduct class outside of the regular schedule to
(date and time) May 4, 2024
8:00 - 9:00 a.m. at the (venue) ONLINE

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) class suspension for May Linis

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.

ANGELA TUK. ESCOTOTO
Signature over Printed Name of Faculty

Recommending Approval: <u>PIONESIO M. BAÑOC</u> Department Head	Noted: <u>CHONA A. BRIT</u> Dean of Students	Approved: <u>VICTOR B. ASIO</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:

ANGELA TUK. ESCOTOTO
Name and Signature of Faculty
Date: 4/29/2024

PIONESIO M. BAÑOC
Name and Signature of Department Head
Date: _____

** to be accomplished in 3 copies*



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