



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

Course Number: O116, OS10, OS19, O107, O109 Course Title: Envi 110- Natural Resource and Environmental Management
Semester: 1st / 2nd Academic Year: 2023 - 2024
[] Lecture [/] Laboratory Regular Class Schedule: T 1:00-4:00, W 4:00-7:00, Th 1:00-4:00, F 10:00-1:00, F 1:00-4:00

May I request to [/] hold exam [] conduct class outside of the regular schedule to
(date and time) March 10, 2024, 8:00- 4:00 at the (venue) ITEEM LR
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) _____

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.

MICHELLE P. WENCESLAO-BAJAN
Signature over Printed Name of Faculty

Recommending Approval: TEOFANES A. PATINDOL Department Head	Noted: CHONA A. BRIT OIC, Dean of Students	Approved: RENEZITA S. COME 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:

MICHELLE P. WENCESLAO-BAJAN
Name and Signature of Faculty
Date: 03-05-24

TEOFANES A. PATINDOL
Name and Signature of Department Head
Date: _____

** to be accomplished in 3 copies*