



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

Course Number: Chem 131 Course Title: Biochemistry (Lecture)
Semester: 1st 2nd Academic Year: 2022 - 2023
☒ Lecture ☐ Laboratory Regular Class Schedule: TH 4:00-5:30

May I request to ☐ hold exam ☒ conduct class outside of the regular schedule to
(date and time) 1-16-23 6:00-7:30 pm at the (venue) DOPAC - 209B
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 on Jan. 12 (Thu) was suspended

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.

YHENA U. BANDIBAS
Signature over Printed Name of Faculty

Recommending Approval: <u>Elizabeth S. Quevedo</u> ELIZABETH S. QUEVEDO Department Head	Noted: <u>Manolo B. Loreto</u> MANOLO B. LORETO Dean of Students	Approved: <u>Ma. Theresa P. Loreto</u> MA. THERESA P. LORETO 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: _____

Elizabeth S. Quevedo
Name and Signature of Department Head
Date: _____