



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

Course Number: NSTP 11r Course Title: Reserve Officers' Training Corps
Semester: 1st - 2nd Academic Year: 2025 - 2026
☒ Lecture ☐ Laboratory Regular Class Schedule: Saturday (07:00 - 12:00)

May I request to ☐ hold exam ☒ conduct class outside of the regular schedule to
(date and time) Sept. 27, 2025 (1:00 - 5:00 pm) at the (venue) Lower Oval Grounds
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) to compensate for training days lost due to holidays and calamities due suspensions.

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.

JENDYL FAITH L. GUCELA
Signature over Printed Name of Faculty

Recommending Approval:	Noted:	Approved:
<u>DARIO P. LINA</u> Department Head	<u>CHRISTINA A. GABRILLO</u> Dean of Students	<u>DARIO P. LINA</u> Director
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:



NSTP OFFICE

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