



1/F Administration Building
Visca, Baybay City, Leyte
Telefax: +63 53 563 7067; +63 53 565 0600 local
1010
Email: registrar@vsu.edu.ph
Website: www.vsu.edu.ph

1st Semester/Summer, SY 2024 - 2025

This form is to be accomplished in 3 copies by a student who intends to drop subjects provided he was not dropped due to absences. If the dropping takes place after 75 percent (75%) of the hours prescribed for the courses has elapsed, the instructor shall state on the form whether the student shall be dropped or be given grade of "5.00" on the basis of his class standing for this course. A student who wishes to drop all courses shall be required to see first the guidance coordinator at the Office of Student Services. The approved form should be submitted to the Registrar's Office for record purposes. Any student who does not follow the procedure shall be given a grade of "5.00".

Student Number	Family Name	First Name	Middle Name	Course and Year	Major
23-1-03874	REBILGAN	JOHANNE MARGARETTE	BESABELLA	BSA -2	

Offering Number	Course Number	Time	Day	Room	Lec/Lab	Units	Name of Instructor	Signature	Date
E056	Bid 22p	13:00-16:00	W	DPBG-204	LAB	1.0	BENJIE A. MAGALLANO	<i>[Signature]</i>	9/11/24
E055	Bid 22p	13:00-14:00	MTh	DPBG-204	LEC	2.0	JULIEN R. DEROT	<i>[Signature]</i>	9/10/24
Total units dropped =							Total semestral units load after dropping subjects =		

Due to heavy workload

Student's Signature _____

BADYLYN C. LAMBERT
Academic Adviser

24DA MAY 11. GENTING
Department Head

Noted:

1- Registrar
1 - Student

Cashier

Registrar

Computer Section

OR#