






ARRANGEMENT FOR CLASS(ES) MISSED

(To be attached to Application for Leave Form and/or Travel Order/Request)

Name of Faculty		Department	Date of Filing
Mariedith I. Bagarinao		DA	June 13, 2023
Subject(s) Taught	Class Schedule	No. of Students	Arrangement for classes missed/ to be missed
Agro 123 Lecture Agro 123 Laboratory	MTh 7-8 W 7-10	15 15	No more classes.
Reason(s) of: a. Leave: Date(s) _____ ___ Vacation ___ Sick / others (Pls. specify) <u>Attend as resource speaker in the landscaping training.</u>		b. Travel: Date(s) <u>June 14 and 15, 2023</u>	
Conforme:  <u>LOREME S. CAGANDE</u> Name & Signature of person taking over the classes(s)		Prepared by:  <u>MARIEDITH I. BAGARINAO</u> Name & Signature of Instructor/Professor	
Approved by:  <u>DIONESIO M. BAÑOC</u> Name & Signature of Immediate Supervisor Date: <u>10 June 2023</u>			

*to be accomplished in 2 copies