



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

Course Number: AgSc 21 Course Title: Introduction to Water Management and Irrigation  
Semester: 1<sup>st</sup> ☒ 2<sup>nd</sup> Academic Year: 2023 - 2024  
☒ Lecture ☐ Laboratory Regular Class Schedule: 11:00am - 12:00nn TF

May I request to ☒ hold exam ☐ conduct class outside of the regular schedule to  
(date and time) 9:00 am - 11:00 am February 24, 2024 at the (venue) Department of Agronomy - Room 203

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) the exam is conflict with their other subject, the students requested to move the exam on Feb-24, 2024

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.

JOANNA O. GUILARDO

Signature over Printed Name of Faculty

Recommending Approval:  
DIONESTO M. BAÑOC  
Department Head

Noted:  
CHONA A. BRIT  
Dean of Students

Approved:  
VICTOR B. ASIO  
College Dean

Date: 2/14/2024

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:

JOANNA O. GUILARDO

Name and Signature of Faculty

Date: 2/14/2024

DIONESTO M. BAÑOC

Name and Signature of Department Head

Date: 2/14/2024

*\* to be accomplished in 3 copies*



#### DEPARTMENT OF AGRONOMY

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