



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

Course Number: AgSc 11 Course Title: Introduction to Agriculture  
Semester: 1<sup>st</sup> 2<sup>nd</sup> Academic Year: 2023 - 2024  
☒ Lecture ☐ Laboratory Regular Class Schedule: MTW 1:00 - 2:00

May I request to ☒ hold exam ☐ conduct class outside of the regular schedule to  
(date and time) 5/12/2024 3:00-5:00 at the (venue) Department of Agronomy Rm 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) TO PROVIDE STUDENT AMPLE TIME TO ANSWER THE EXAM  
TO UNWIRE REMAINING TIME SCHEDULE FOR FINAL TOPIC

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.

QUIMSON R. CANETE

Signature over Printed Name of Faculty

Recommending Approval: <u>DIONECIO M. BANO</u> Department Head	Noted: <u>CARINA A. DRAT</u> Dean of Students	Approved: <u>VICTOR D. AYO</u> 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:

QUIMSON R. CANETE

Name and Signature of Faculty

Date: \_\_\_\_\_

DIONECIO M. BANO

Name and Signature of Department Head

Date: \_\_\_\_\_

*\*to be accomplished in 3 copies*

