



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

Course Number: CpSc 21 Course Title: Principles of Crop Production
Semester: 1st 2nd Academic Year: 2023 - 2024
☐ Lecture ☒ Laboratory Regular Class Schedule: F (2:30 - 5:30)

May I request to ☒ hold exam ☒ conduct class outside of the regular schedule to
(date and time) 2:00 - 5:00 PM
December 12, 2023 at the (venue) PSB - DA 02
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) _____

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.

Mary Ann I. Limbasan
MARY ANN I. LIMBASAN

Signature over Printed Name of Faculty

Recommending Approval:

DIONESIO M. BAÑOC
Department Head

Date: 12/07/23

Noted:

CHONA A. BRIT
Dean of Students

Date: _____

Approved:

VICTOR B. ASIO
College Dean

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:

Mary Ann I. Limbasan
MARY ANN I. LIMBASAN
Name and Signature of Faculty
Date: 12/07/23

DIONESIO M. BAÑOC
DIONESIO M. BAÑOC
Name and Signature of Department Head
Date: 12/07/23

* to be accomplished in 3 copies