

## REQUEST FOR CHANGE OF GRADE FORM

January 10, 2024

Dr. Daniel Leslie S.Tan
Officer-In-Charge
Visayas State University

Thru: Chairperson

Committee on Change of Grade

Dear Sir:

Greetings!

I am respectfully requesting for a change of grade of my student. The details are as follows:

Department where the subject is offered: \_\_\_\_\_ITEEM

Semester and Academic Year when the subject was taken: 1st Semester A.Y. 2023-2024

Offering Number: 0164

No. of Units: 3.0

Course No. and Course Title: Envi - Environmental Science

Class Schedule: MTh 14:30 - 16:00

Student ID No.	Name of Student	Course and Year Level	Change of Grade Requested	
			From	TO
23-1-00209	Dumaguing, Romeo Jr Casil	BSAB 1	2.75	3.00
23-1-00905	Dumaguing, Stephanie Jean Pojaras	BSAB 1	3.00	2.75

<sup>\*</sup>Add rows if more than one student

Reason/s for the request for change of grade:

The grades of the aforementioned students were interchanged due to rearrangement of their names in the class roster.

JANNELLE G. ASOMBRADO

Part-time Instructor

Date signed: 01-10-24

Endorsed by:

**TEOFANES A. PATINDOL** 

Director, ITEEM

Date signed:

## INSTITUTE OF TROPICAL ECOLOGY AND ENVIRONMENTAL MANAGEMENT

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