



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

Course Number: CP5021 Course Title: Principles of Crop Production
Semester: 1st 2nd Academic Year: 2024 - 2025

☐ Lecture ☒ Laboratory Regular Class Schedule: C294 - W (10-11pm)
C159 - T (7-10am)
C247 - M (1-4pm)

May I request to ☒ hold exam ☐ conduct class outside of the regular schedule to
(date and time) December 7, 2024 (1-3pm)
December 8, 2024 (6-9am) at the (venue) DA -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 students requested to move the exam to have enough time to study

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.

JOANNAH O. QUILARDO
Signature over Printed Name of Faculty

Recommending Approval: <u>LUZ O. ASIO</u> Department Head	Noted: <u>CHRISTINA A. GABRILO</u> Dean of Students	Approved: <u>UZETTE B. LINA</u> College Dean
Date: <u>12/3/24</u>	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:

JOANNAH O. QUILARDO
Name and Signature of Faculty
Date: 12/2/24

LUZ O. ASIO
Name and Signature of Department Head
Date: _____

* to be accomplished in 3 copies

