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Office of the President

3 November 2004

MEMORANDUM NO. 246

Series of 2004

**T O: Dr. Gregorio J. Galinato, Jr.
Dr. Oscar B. Posas
Mrs. Linda N. Mariscal**

R E: Request for the Offering of AE 30 (Irrigation, Drainage/Meteorology)

It has come to the attention of the Office of the President about the request of graduating students needing to enroll in AE 30 which is not a regular offering this semester. In view of this, the Administration is allowing the offering of such provided: (1) the student needs to take this subject this 2nd Semester 2004-2005 or else he/she cannot meet all requirements for graduation if this subject is left out; (2) the student has failed in AE 30 previously.

This memorandum is directing the offices concerned to facilitate such offering. The requested course should be assigned to another instructor in the case of repeaters (BOT Res. No. 34, Series of 1998) and another instructor (if appropriate) for non-repeaters.

Please be guided accordingly.

PACIENCIA P. MILAN

President

cc: OVPAA
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