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| **APPLICATION FOR PETITIONED CLASS**  **COLLEGE OF ENGINEERING AND ARCHITECTURE** | | | | | | | | | | | |
| Date:  **The VCASA / VCAA/ Campus Director**  This University | | | | | | | | | | | |
| We, the undersigned, would like to request to open a special class: | | | | | | | | |  | Gen. Ed. Course | |
|  | | | | | | | | |  | Major Course | |
|  | | | | | | | | |  | Non-Gen. Ed. Course | |
|  | | | | | | | | | | | |
|  | | | | | | | | | | | |
|  |  | 1st Semester |  | 2nd Semester | | |  | Summer | SY 20 to 20 | | |
|  | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Subject Code: | | | | | No. of Units: | | | | | | |
|  | | | | |  | | | | | | |
| No. of Hours: | | | | | Lecture: Laboratory: | | | | | | |
|  | | | | | | | | | | | |
| Subject Description: | | | | | | | | | | | |
|  | | | | | | | | | | | |
| Cost per Student: | | | | | | | | | | | |
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|  | | | | | | | | | | | |
| Name of Instructor to handle the subject: | | | | | |  | | | | | |
| Rate per hour of the Instructor: | | | | | |  | | | | | |
| Total Number of Students: | | | | | |  | | | | | |
| No. of Sections: | | | | | |  | | | | | |
| Total No. of Hours: | | | | | |  | | | | | |
|  | | | | | |  | | | | | |
| Class Schedule (Lecture): | | | | | |  | | | | | |
| Class Schedule (Laboratory): | | | | | |  | | | | | |
|  | | | | | |  | | | | | |
| Cost of Honoraria: | | | | | |  | | | | | |
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| For the following reasons: | | | | | | | | | | | |
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| Very truly yours, | | | | | | | | | | | |
|  | | | | | | | | | | | |
|  | | Name | | | | Course & Year | | | | | Signature |
| 1. | |  | | | |  | | | | |  |
| 2. | |  | | | |  | | | | |  |
| 3. | |  | | | |  | | | | |  |
| 4. | |  | | | |  | | | | |  |
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| 10. | |  | | | |  | | | | |  |
| 11. | |  | | | |  | | | | |  |
| 12. | |  | | | |  | | | | |  |
| 13. | |  | | | |  | | | | |  |
| 14. | |  | | | |  | | | | |  |
| 15. | |  | | | |  | | | | |  |
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| 17. | |  | | | |  | | | | |  |
| 18. | |  | | | |  | | | | |  |
| 19. | |  | | | |  | | | | |  |
| 20. | |  | | | |  | | | | |  |
| 21. | |  | | | |  | | | | |  |
| 22. | |  | | | |  | | | | |  |
| 23. | |  | | | |  | | | | |  |
| 24. | |  | | | |  | | | | |  |
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| 29. | |  | | | |  | | | | |  |
| 30. | |  | | | |  | | | | |  |
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| Verified by: | | | | | | | | | | | |
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|  | | | | | |  | | | | | |
| Chair | | | | | | Chair | | | | | |
| *(Of the students who requested the petitioned class)* | | | | | | *(Under which the requested petitioned class is offered)* | | | | | |
|  | | | | | |  | | | | | |
|  | | | | | |  | | | | | |
| Recommending Approval: | | | | | |  | | | | | |
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| \_\_\_\_\_\_ | | | | | | \_\_\_\_\_ | | | | | |
| Dean/Academic Head/Campus Director | | | | | | Dean/Academic Head/Campus Director | | | | | |
| *(Of the students who requested the petitioned class)* | | | | | | *(Under which the requested petitioned class is offered)* | | | | | |
|  | | | | | |  | | | | | |
|  | | | | | |  | | | | | |
| Approved: | | | | | |  | | | | | |
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|  | | | | | |  | | | | | |
| VCASA/VCAA/Campus Director | | | | | |  | | | | | |