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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:  |
|  |
|  |
| 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: |   |
|  |  |
| For the following reasons: |
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|  |
| Very truly yours, |
|  |
|  | Name | Course & Year | Signature |
| 1. |   |   |   |
| 2. |   |   |   |
| 3. |   |   |   |
| 4. |   |   |   |
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| 29. |   |   |   |
| 30. |   |   |   |
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|  |
| Verified by: |
|  |
|   |   |
| Chair | Chair |
| *(Of the students who requested the petitioned class)* | *(Under which the requested petitioned class is offered)* |
|  |  |
|  |  |
| Recommending Approval: |  |
|  |  |
|  \_\_\_\_\_\_ |  \_\_\_\_\_ |
| 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: |  |
|  |  |
|   |  |
| VCASA/VCAA/Campus Director |  |