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|  | <b>REQUEST FOR CHANGE IN CURRICULUM</b> | Document No.: FM-RO-42-00    |
|   |   | Effective Date: June 2, 2014 |

DATE : \_\_\_\_\_

CONTACT NO. : \_\_\_\_\_

I, \_\_\_\_\_, with Student Number \_\_\_\_\_, do hereby request for a change in curriculum from Batch \_\_\_\_\_ to Batch \_\_\_\_\_ effective \_\_\_\_\_ term, AY \_\_\_\_\_ because

\_\_\_\_\_.

I understand that in requesting for a change in curriculum there may be possibility that I shall have course/s which may not be credited and/or there may be additional course/s which I will need to enroll in which may result in an extension of my stay here in the Institute. I understand further that after the change in curriculum is effected by the Registrar's Office, I cannot revert back to my old curriculum anymore.

I further agree to abide with any adjustment in fees that will result from this change.

I certify that I have fully read and understood this document which I am signing and I hereby consent and agree with what is indicated herein.

\_\_\_\_\_  
Signature

Verified by:


\_\_\_\_\_  
Program Section Chief

Endorsed by:

Approved by:

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
Dean

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