



**ADDING, CHANGING, WITHDRAWAL & DROPPING OF SUBJECTS**

\_\_\_\_\_ First Semester \_\_\_\_\_ Second Semester \_\_\_\_\_ Summer \_\_\_\_\_ School Year \_\_\_\_\_

**Student Number**

**Date Filed**

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<b>PRINT LEGIBLY:</b>			<b>MALE</b>
(Family Name)	(First Name)	(Middle Name)	<b>FEMALE</b>

<b>Course:</b>	<b>Year:</b>	<b>Section:</b>	<b>Major/Specialization:</b>
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**Check the Corresponding Action Applied:**

**Changing of Course/Major/Specialization**

**From:** \_\_\_\_\_

**To:** \_\_\_\_\_

**Change of Subject/s**

**Dropping of Subject/s**

**Addition of Subject/s**

**Withdrawal of Subject/s**

**Unit-Load Before Filing**

**Adding Form:** \_\_\_\_\_ **Units**

**SUBJECT/S TO BE CHANGED, DROPPED OR WITHDRAWN**

Schedule ID	Subject Title & No.	Subject Description:	Unit	Time & Day	Name of Faculty	Signature

**SUBJECT/S CHANGED OR ADDED**

Schedule ID	Subject Title & No.	Subject Description:	Unit	Time & Day	Name of Faculty	Signature

**Reasons for Action Applied:** \_\_\_\_\_

**Approved:**

\_\_\_\_\_ **Academic Dean**

\_\_\_\_\_ **Student's Signature**

\_\_\_\_\_ **Bookkeeper/Accounting Office**

**For Execution in the System:**

**FLORDELYNN E. ESCARDA, BSC, DPA, D. Jur.**  
**University Registrar III**

