



ARRANGEMENT FOR CLASS(ES) MISSED

(To be attached to Application for Leave Form and/or Travel Order/Request)

Name of Faculty		Department		Date of Filing
Ruth O. Escasinas		Agronomy		April 28, 2022
Subject(s) Taught	Class Schedule	No. of Students	Arrangement for classes missed/ to be missed	
Agro 214 (lec)	7-9	4	Reading assignment & submission of outputs in the MODDLE. Data gathering & maintenance of field experiment.	
Agro 214 (lab)	1-4	4		
Reason(s) of:				
a. Leave: Date(s) <u>May 2 + 4, 2022</u> <input type="checkbox"/> Vacation <input type="checkbox"/> Sick <input checked="" type="checkbox"/> others (Pls. specify) <u>calamity leave</u>		b. Travel: Date(s) _____		
Conforme:		Prepared by:		
<u>NA</u> Name & Signature of person taking over the classes(s)		<u>Ruth O. Escasinas</u> Name & Signature of Instructor/Professor		
Approved by:				
<u>VICTOR B. ASIO</u> Name & Signature of Immediate Supervisor Date: _____				

*to be accomplished in 2 copies