



*Accomplish in 3 copies. Entries must be legible, preferably in print. Check blank space before needed information. Attach required documents as directed.*

**PART 1**  1<sup>ST</sup> Semester  2<sup>ND</sup> Semester  Summer Term School Year \_\_\_\_\_

**PART 2** FULL NAME (Family, Given, Middle) I.D. No. Date

**PART 3** COLLEGE/SCHOOL DEPARTMENT COURSE & YEAR

**PART 4** REVISION(S) REQUESTED  
 Change Course/Major from: \_\_\_\_\_  
 to: \_\_\_\_\_

**PART 5** WITHDRAWN FROM ALL SUBJECTS. (Attach letter stating reasons, and Student Copy of the Certificate of Registration)  
 NO NEED to fill Part 6 of this form.

**PART 6** WITHDRAWN FROM following subject(s).

COURSE NO. & SEC.	DESCRIPTIVE TITLE OF COURSE	UNITS	HR./WK.	PROFESSOR

**PART 7** ADD the following subject(s):

COURSE NO. & SEC.	DESCRIPTIVE TITLE OF COURSE	UNITS	HR./WK.	PROFESSOR

**PART 8** TOTAL LOAD before Revision TOTAL LOAD after Revision  
 \_\_\_\_\_ units; \_\_\_\_\_ hours/week  \_\_\_\_\_ units; \_\_\_\_\_ hours/week

**PART 9** REASONS for Load Revision  
 Conflict of Schedule  Subjects Abolished  Ill Advised

If other reason, explain briefly: \_\_\_\_\_

**STUDENT** applying for Load Revision, sign here:  
**DO NOT WRITE BELOW THIS LINE**

\_\_\_\_\_  
 (Student's Signature)

**PART 10** APPROVALS by the Faculty and Officials (Please print names along legible signatures.)

Advisers \_\_\_\_\_ Date: \_\_\_\_\_ Assessment Php \_\_\_\_\_  
 Dept. Chairman \_\_\_\_\_ Date: \_\_\_\_\_ O.R. No. \_\_\_\_\_  
 DEAN \_\_\_\_\_ Date: \_\_\_\_\_

REGISTRAR \_\_\_\_\_