

Republic of the Philippines DON HONORIO VENTURA STATE UNIVERSITY

Villa de Bacolor, Pampanga

ADDING, DROPPING, CHANGING FORM

PROCEDURE:

- 1. Accomplish form and submit it with the COR to the Program Chair for advising and approval from the Dean.
- 3. Approved forms will be forwarded to the OUR by designated person.
- 4. Staff in the OUR will encode and print the updated COR.
- 5. Updated COR will be endorsed to the College Dean for distribution.

Name					Acader	Academic Year-	
Student Number					Academic Term		
College Course					First Sem/Tri		
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Student Signature Date					─├─`		
SUBJECT TO BE ADDED							
Subject Code DESCRIPTIVE TITLE Unit						Section	
					 		
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