



**TARLAC STATE UNIVERSITY
OFFICE OF ADMISSION AND REGISTRATION
Tarlac City, Philippines**

REQUEST FOR ACADEMIC OVERLOAD/WAIVER OF PRE-REQUISITES

Overloading Waiver of Pre-requisites

Director, ORA
This University

Date: _____

Dear Sir/Madam,

Please allow me to enroll _____ units this _____ Semester, S.Y. _____ to enable me to complete the academic requirements for the degree in _____ and graduate in _____. My program of studies is shown below.

FIRST SEMESTER, S.Y. _____ - _____				
COURSE CODE	DESCRIPTIVE TITLE	UNITS		Prerequisite(s)
		Lec	Lab	
Total Number of Units				

SECOND SEMESTER, S.Y. _____ - _____				
COURSE CODE	DESCRIPTIVE TITLE	UNITS		Prerequisite(s)
		Lec	Lab	
Total Number of Units				

MIDYEAR/SUMMER, S.Y. _____				
COURSE CODE	DESCRIPTIVE TITLE	UNITS		Prerequisite(s)
		Lec	Lab	
Total Number of Units				

I shall abide by the rule on prerequisites (in the event that a student obtains a failing grade in a subject which is a prerequisite of a concurrently enrolled subject, the student automatically will obtain a failing grade in the latter regardless of the student's class standing in the subject) and ensure that there is **no conflict in the schedule of the subjects enrolled.**

Attached herewith is my duly certified Academic Program Evaluation.

I am hoping that this request merits your kind approval.

Very truly yours,

Name and Signature of Student

Dean

Student Number: _____

College: _____

Recommending Approval:

Chairman

Department: _____

Approved:

Director, OAR

<p>Feedback/Remark (for OAR use only)</p> <p>Reg. Load _____</p> <p>Overload _____</p> <p>Total _____</p>
