

WAIVER OF PREREQUISITES

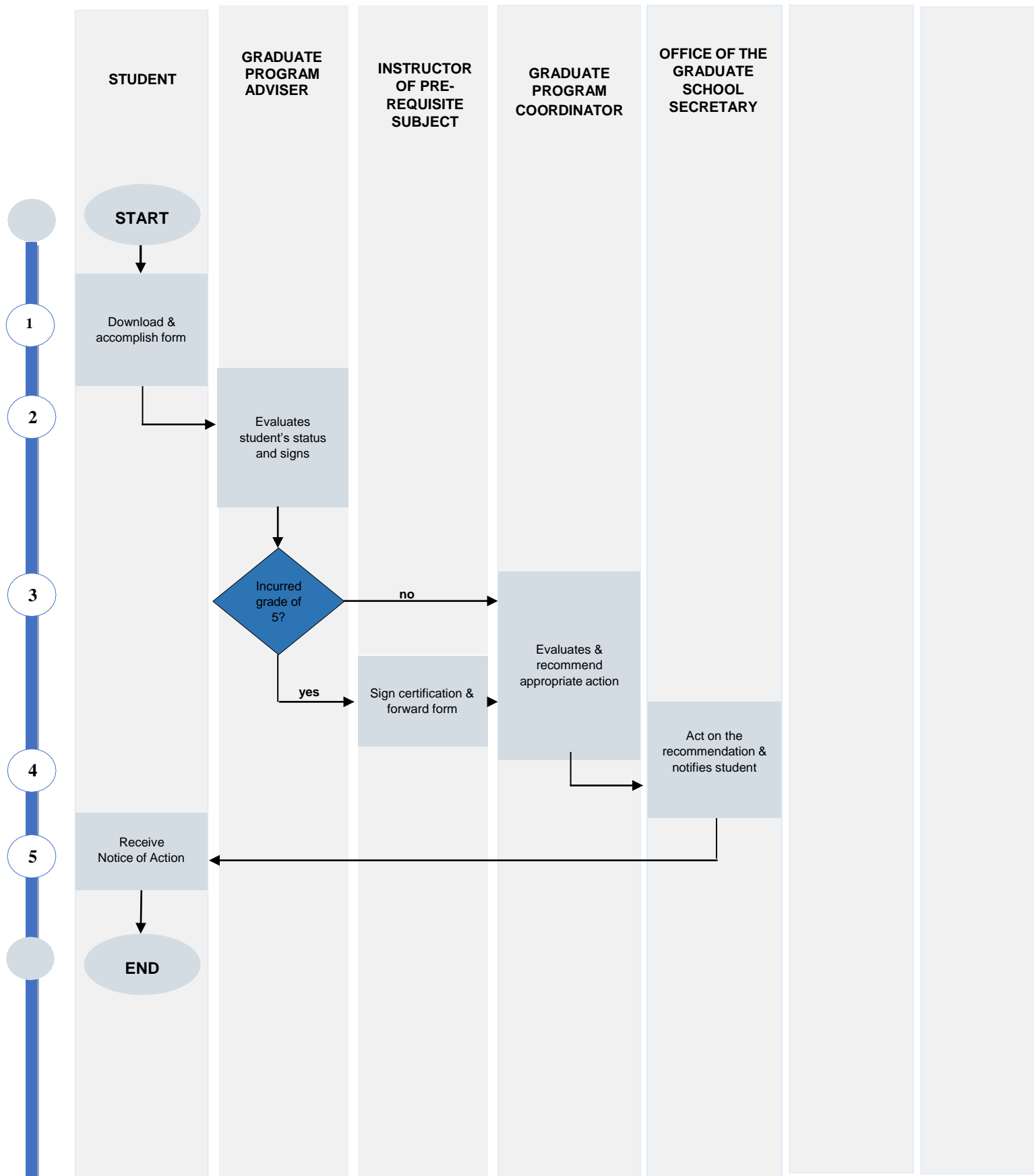
The granting of permission for prerequisite waivers requires the student to submit an application. A student may only apply for a waiver of prerequisites once for the same subject. Additionally, the application must include a certification from the student's instructor in the prerequisite course, confirming the student's full attendance in that course. This certification is not necessary if the student has achieved a grade of 4.0, as this implies full attendance. However, if the student receives a grade of 5.0, they must obtain their instructor's signature on the certification to confirm their full attendance in the class. A waiver of a prerequisite for a course that was dropped by the student of his/her own volition is NOT ALLOWED.

The faculty of the prerequisite course may refuse to sign the waiver based on his/her academic assessment of the student and instead advise the student to retake and pass the prerequisite course.

The student who is given permission under these guidelines is required to enroll in the prerequisite course concurrently with the course for which it is a prerequisite, or as soon as possible in the following semester.

Please find attached the flowchart illustrating the process for the waiver of prerequisites, as well as the prescribed form.

Waiver of Prerequisite





UNIVERSITY OF THE PHILIPPINES VISAYAS

GRADUATE SCHOOL

General Luna St., Iloilo City 5000 Philippines
Email Address: gs-secretary.upvisayas@up.edu.ph



REQUEST FOR WAIVER OF PREREQUISITE

Date

The Dean

Graduate School
UP Visayas, Iloilo City

Dear Sir/Madam:

I would like to request permission to waive _____ as a prerequisite of _____
for the following reasons:

Respectfully yours,

Signature over Printed Name

Student Number : _____

Contact No.: _____

Degree Program/Year Level: _____

Email Address: _____

Evaluated by:

Graduate Program Adviser

Date

Remarks:

RECOMMENDATION		ACTION
Approval / Disapproval:	Approval / Disapproval:	APPROVED / DISAPPROVED:
_____ Faculty of the Course to be Enrolled in	_____ Graduate Program Coordinator	_____ Graduate School Dean
_____ Date	_____ Date	_____ Date
_____ <i>Remarks:</i>		_____ <i>Remarks:</i>
_____	_____	_____
_____	_____	_____

CERTIFICATION

This is to certify that _____ was enrolled in my class in _____
during the _____ Semester/Trimester, AY _____ and
attended the class during the entire semester/trimester.

cc: Faculty handling the course

Name & Signature of Instructor
in the Prerequisite Course