



PAMANTASAN NG LUNGSOD NG PASIG

Alkalde Jose St., Barangay Kapasigan, Pasig City 1600
Telephone No. 628 -1014



FULL-TIME OFFICIAL FACULTY LOADING FORM
1ST SEMESTER AY 2024-2025

Name:

Status:

REBECCA R. FAJARDO

FT

For the Period of:

College/Department:

August 19-December 21, 2024

COLLEGE OF COMPUTER STUDIES

REGULAR LOAD (FT-9 HRS)														
CODE	SUBJECT DESCRIPTION	LEC.	LAB.	NO. OF HRS/WK	MON	TUE	WED	THU	FRI	SAT	SUN	ROOM	SECTION	PERIOD
COMP 105 LEC	Information Management LEC	2	0	2					8:00-10:00am				BSIT 2A	August 19-December 21, 2024
COMP 105 LEC	Information Management LEC	2	0	2				8:00-10:00am					BSIT 2D	August 19-December 21, 2024
COMP 105 LEC	Information Management LEC	2	0	2				3:00-5:00pm					BSCS 2A	August 19-December 21, 2024
COMP 105 LAB	Information Management LAB	0	1	3			11:00-2:00pm					LAB2	BSIT 2D	August 19-December 21, 2024
		6	1	9										

OVERLOAD (FT-5 UNITS)														
CODE	SUBJECT DESCRIPTION	LEC.	LAB.	NO. OF HRS/WK	MON	TUE	WED	THU	FRI	SAT	SUN	ROOM	SECTION	PERIOD
COMP 105 LAB	Information Management LAB	0	1	3					11:00-2:00pm			LAB4	BSCS 2A	August 19-December 21, 2024
COMP 105 LEC	Information Management LEC	2	0	2			3:00-5:00pm						BSIT 2C	August 19-December 21, 2024
COMP 105 LAB	Information Management LAB	0	1	3		11:00-2:00pm						LAB4	BSIT 2C	August 19-December 21, 2024
COMP 105 LAB	Information Management LAB	0	1	3				11:00-2:00pm				LAB4	BSIT 2A	August 19-December 21, 2024
		2	3	11.00										

NO. OF PREPARATIONS

LOWEST TEACHING HRS/DAY

HIGHEST TEACHING HRS/DAY

REGULAR LOAD

ADDTL LOAD

RELEASE

9

11

TOTAL LOAD UNITS

TOTAL LOAD HRS

SPECIAL DESIGNATION

12

20

DAYS	OFFICIAL TIME (inclusive of breaktime)	NO. OF HRS RENDERED (less break hours)	BREAK (1 HR/DAY)			ADMINISTRATIVE DUTIES/DESIGNATION							
			SCHEDULE		NO. OF HRS	(A) CONSULTATION (12)		(B) PREPARATION/ EXTENSION HRS (10)		(C) ADMIN. HRS		TOTAL NO. OF HRS (A+B+C)	PLACE OF ASSIGNMENT
			BRK 1	BRK 2		SCHEDULE	NO. OF HRS	SCHEDULE	NO. OF HRS	SCHEDULE	NO. OF HRS		
MON	7:30-7:30PM	11	12:00-1:00		1			5:30PM-7:30PM	2	7:30-12:00/1-5:30PM	9	11	LIFE LONG LEARNING
TUE	9:00AM-7:30PM	9.5	2:00PM-3:00PM		1	9:00-11:00/3:00-5:30	4.5	5:30PM-7:30PM	2			6.5	
WED	9:00AM-7:30PM	9.5	2:00PM-3:00PM		1	9:00-11:00AM	2	5:00PM-7:30PM	2.5			4.5	
THU	8:00AM-7:30PM	10.5	2:00PM-3:00PM		1	5:00PM-7:30PM	2.5	10:00-11:00	1			3.5	
FRI	8:00AM-7:30PM	10.5	2:00PM-3:00PM		1	3:00PM-6:00PM	3	10:00-11:00/6:00-7:30PM	2.5			5.5	
SAT													
SUN													
		51			5			12		10		9	31

CERTIFIED TRUE AND CORRECT

REBECCA R. FAJARDO
(1) Faculty

Checked and Verified:

* Compliant to academic qualifications
* Compliant to maximum number of load & prep.
* Compliant to vertical articulation/ alignment
*Compliant to other prevailing CHED and university policies.
* Compliant to CSC Sec 5, Rule IV Book 5 EO 292

RIEGIE D. TAN, DIT
(2) College Dean

For FT faculty with MORE than 27 units/hrs (1st sem) and 18 units/hrs (2nd sem) load only. Compliant to DBM Budget Circ. No. 2003-5:

JAROME JOSHUA L. CHUA
(3) Accounting Clerk

Checked and Verified:

* Course loads/sched. declared are consistent with the class schedule.
* Compliant to CHED policy on maximum number of load, hours and preparations.

FEDERICO G. NUEVA, MT
(4) University Registrar

FOR FACULTY SEEKING EXEMPTIONS ONLY

☐ EXCEEDED THE MAXIMUM TEACHING LOAD (FT-27 UNITS)

☐ EXCEEDED THE MAXIMUM NO. OF PREPARATIONS (4)

☐ EXCEEDED THE MAXIMUM TEACHING HRS PER DAY (6 HRS)

☐ BELOW MINIMUM REGULAR LOAD

☐ OTHERS _____

JUSTIFICATION: _____

* Compliant to CSC requirements & academic qual.
* Compliant to vertical alignment policy
* Compliant to other relevant university policies

JANE P. MACAPAGAL
(5) Academic Affairs Officer