

LEAVE OF ABSENCE FORM

Date of Filing: Jan. 1, 2020

Student No.: 201800000

Student Name: Student Student Student

Student Type.: Old

Academic Status: Regular

College: CET

Course: None

Year Level: 1

GWA: 2

Effective From: Sem/Term, SY: 2,2020

Effective Until: Sem/Term, SY: 2,2020

Reason: n/a

Please Attached the

Following:

- Letter of Request for LOA
- Clearance from Registrar
- Note of Undertaking (if applicable)
- Student's Checklist & Study Plan

Student Student Student

Student's Signature over printed name

Student Student Student

Student's Signature over printed name

1. Endorsed by:	<u>Jan. 1, 2020</u> Date
Department Chair	
2. Recommending Approval:	<u>Jan. 1, 2020</u> Date
College Dean	
3. Recommending Approval:	<u>Jan. 1, 2020</u> Date
University Registrar	
4. Approved/Disaapproved:	<u>Jan. 1, 2020</u> Date
Vice President of Academic Affairs	

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Signed:
Chairperson, BSIT