

January 7, 2025

Neil A. Basabe, MIT
Dean
College of Computer Studies
University of Cebu – Main Campus

Dear Sir,

I hope this letter finds you well. I'm writing to kindly request approval to overload my subjects for the second semester of the academic year 2024-2025.

I'm currently a 4th-year Computer Science student, and I would like to take 18 units this term, which exceeds the usual limit. This request is important to me as it will help ensure that I can hopefully graduate on time.

Here is the list of my subjects this semester:

- CS-THESIS42: Thesis 2 (3 units)
- CC-PROFIS10: Professional Issues in Computing (3 units)
- CS-ELEMSYS: Embedded System and IOT (3 units)
- CS-ELNET1: CS Elective 4 (.NET Programming Module 1) (3 units)

And here are the additional subjects I'd like to take:

- CS-FRELEAN: Lean Startup Methodology (3 units)
- NTSP 2: National Service Training Program 2 (3 units)

Total of 18 units.

The reason why I wasn't able to enroll in NTSP 2 before because there were no slots available at the time. As for CS-FRELEAN, I had to postpone taking it last semester because I needed to drop one subject to accommodate NTSP 1.

I fully understand this might be a bit of a stretch, but I'm confident in my ability to handle the workload. I'm ready to manage my time well and give my best effort to ensure I perform well in all my subjects.

I sincerely hope for your understanding and consideration of my request. Thank you very much for your time and support.

Respectfully yours,

Paulo L. Languido
BS in Computer Science – 4th Year
ID # 20291126

Approved by:

Neil A. Basabe, MIT
Dean
College of Computer Studies