

CICCT

3/17/2018

Vice-President for Academics
USJ-R, Cebu City

Through: \${Head Registrar}
 University Registrar

Subject:
REQUEST FOR CHANGE OF GRADE

Dear Fr. Bumangabang:

The undersigned respectfully requests for the change of prelim/midterm/final grade/s of the student/s listed below in the subject Math 7 in the 2nd Semester semester, SY 2017-2018 from 2.0 rating/mark to the following:

Name	Grade	Remark
Dexter Solar	1.4	Passed

May this request merit your consideration and favorable action. Thank you.

Respectfully yours,

Ms. Lorna Miro

Noted by:

\${College Chairperson}	\${College Dean}
\${College Chairperson-Name}	\${College Dean-Name}
\${College Chairperson-Position}	\${College Dean-Position}