

**REQUEST FOR EXTENSION OF MAXIMUM RESIDENCY RULE (COLLEGE LEVEL)**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DR. GIOVANNI A. TAPANG

Dean, College of Science

Dear Dr. Tapang,

I would like to request for the extension of the maximum residency rule for the following reasons:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Below are some details for your information:

Term of Initial enrollment: (Start of Graduate Subject/s Enrolled) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Term of MMR Maximum Residence Rule: \* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This request is for my 1st 2nd 3rd 4th 5th extension, without with \_\_\_ units of additional course work.

Please find attached my Gantt Chart endorsed by the thesis/dissertation adviser. I hope my request will merit your kind consideration. Thank you.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature over Printed Name Degree Program Student Number

Endorsed by: Recommending Approval:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Adviser Director / Program Coordinator

Recommending Approval: Approved:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EIZADORA T. YU, PhD GIOVANNI A. TAPANG, PhD

Associate Dean for Mentoring Dean, College of Science

Academic Progress and Advancement

*\* Request for MRR extension is every Academic Year; 3 units of penalty subject should be enrolled within two (2) years. If the student is due to graduate within the first semester of the MRR period, said student should enroll the penalty subject during that semester (based on the CS Guidelines; refer to the following website* [*www.science.upd.edu.ph*](http://www.science.upd.edu.ph)*)*