June 27, 2018

**Dr. Remedios G. Ado**

*Dean, College of Engineering*

*This University*

Sta. Mesa, Manila

Dear Ma’am,

Greetings in pursuit of Academic Excellence!

I, **Ralph O. Liberato**,student of Bachelor of Science in Computer Engineering with 5th year standing on SIS with 19 units allowed this first semester of school year 2018-2019. I humbly and respectfully request your good office to allow me to **overload 3 units** to enroll **Data Communications (COEN 3193).** In order to graduate on time I need to enroll this subject this semester because it is not available in second semester.

I hope and pray for your considerable and favorable response. Thank you very much. May the Lord bless you and keep you safe.

Respectfully Yours,

**Ralph O. Liberato**

2014-01901-MN-0

Noted by:

**Engr. Julius S. Cansino**

*Chairperson, Department of Computer Engineering*