

Polytechnic University of the Philippines
General Santos Avenue, Lower Bicutan,
Taguig City, 1638 Taguig, Philippines
02/18/2025

Subject: Promissory Note for Grade Submission

Dear Ma'am,

Good day! I hope this letter finds you well. I am writing to formally request the release of my grade for Capstone 2, which is required for me to enroll in my overloaded subjects, Application Development and Emerging Technologies and Practicum, for this semester. I sincerely understand the academic policies regarding subject overloading and will ensure full compliance with all university regulations.

Furthermore, I would like to assure you that all the requirements of our capstone project, 'Developing A Faculty Academic Requirements Management System (PUPT FARMS)', will be fully completed as committed. My team and I are diligently working to finalize and refine every aspect of the system to meet all academic and technical requirements.

I humbly seek your kind consideration regarding my request, as this will significantly aid in my academic progress. Rest assured that I remain committed to fulfilling all obligations and responsibilities as a student of this institution.

Thank you very much for your time and understanding. I look forward to your favorable response.

Sincerely,

Mingo, Ed Judah E.

2021-00186-TG-0

BSIT 4-1



ROSEMARIE E. MINGO

Signature Over Printed Name