



Office of the Registrar

APPLICATION FOR PERMIT TO STUDY
IN ANOTHER SCHOOL FOR SUMMER TERM

Date

The Registrar
University of San Carlos
Cebu City

Sir:

I would like to request for a permit to study for summer term 20 ____ at ____ for the following subjects in accordance with the rules and regulations of the Commission on Higher Education (CHED):

Table with 4 columns: Course No., Descriptive Title, Units, Approval of Servicing Dept. Chair

If any or all of the foregoing subjects are not offered in the school where I intend to enroll, the permit granted is considered void. For this reason, another permit will be requested for any or all of the subjects, and my enrollment in another subject/s will be considered temporary until confirmed by another permit.

Very truly yours,

My address is

Address lines

Student's signature over printed name

Course & Year

APPROVED:

Department Chair, Dean

Amount Paid:
Date:
OR No.:
Teller:

TO: RECORDS SECTION

Please prepare the official Permit to Study for Summer 20 ____ term for the subjects approved by the Servicing Department Chair, Department Chair, and the College/School Dean.

ROMEO E. YAP
University Registrar

NOTE: This form is NOT a permit to study; thus, it is NOT VALID by itself.

