

Date of Application:

WIS Human Resource Development Office Megaheights Subd., Alangilan, Batangas City PH: (043) 702-6801 / 0961-331-4960 Email: westmead.hrd@gmail.com

HRDO Form #003 Series 2023

WESTME MAKE-UP CLASS REQUEST FORM VESTMEAD

FACULTY INFORMATION											
Full Name:	TERNATIONAL SCHOOL	INTERNATIONAL SCHO	DOL INTERNATIONAL SO	Employee ID Number:	VALSCHOOL INTERNATIONAL SC						
Department:	□ CITCS □ CTHM	□ SEBA □ CAS □	COE CTE SOC	☐ Basic Education	☐ Senior High School						
CLASS DESCRIPTION											
Subject Code:				Year Level & Section:							
Subject Description:	VESTMEAD	WESTMEA	D WESTME	Number of Units:	MEAD WESTME						
Course & Major	LINE OF OLD OF	THE RESTRICTION OF THE	INTERNATION OF	Number of Hours:	ALCONOC MALMANDIAL OF						
		ORIGINAL SC	CHEDULE OF MISSED CLASS	W	10/2 2 1 10/1 2 / 11 /						
Date: VES IV E	OL INTERNATION	VICAD ALSCHOOL	Start Time:	INTERNATIONAL SCHOOL	INTERNATIONAL SCHOOL						
Room Number:			End Time:								
		PROPOSED SC	HEDULE OF MAKE-UP CLASS								
Date:	TERNATIONAL SCHOOL	INTERNATIONAL SCHO	Start Time:	HOOL INTERNATION	NAL SCHOOL INTERNATIONAL SC						
Room Number:			End Time:								
HEI ENHALIONAL SOLIO	OL HALLMANION	REASON	FOR MISSED CLASS	HELLMATIONAL SOLIOOL	HATELINATIONAL SOLIOOL						
	VESTMEAD ITERNATIONAL SCHOOL	WESTMEA INTERNATIONAL SCHOOL									
Requested by:	1.1m² I I Ima 'm² 1 1	AL SCHOOL Endorse	ed by:STMEAD NTERNATIONAL SCHOOL	WESTME Approve	ed by: WESTMEAD INTERNATIONAL SCHOOL						
TEAD over pri	e of Teacher nted name		ature of College Dean over printed name		tes D. Manlongat, PhD dministration and Finance						



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MAKE-UP CLASS REQUEST FORM

Date of Application: _										HRDO F	orm #003 Series	2023
				FAC	ULTY IN	FORMA	TION					
Full Name:	OOL INTERNATIONAL SCHOOL				INTERNATIONAL SCHOOL			Employee ID Num	ber:	INTERNATIONAL SCHOOL		
Department:	☐ CITCS	□ стнм	☐ SEBA	☐ CAS	☐ COE	□ СТЕ	□ soc	☐ Basic Edu	cation	Senior	High School	ИE
				CL	ASS DE	SCRIPTI	ON					
Subject Code:								Year Level & Section	on:			
Subject Description:)	WEST	VIEAD		WES	STME	AD	Number of Units:	D	WES	TMEAD	
Course & Major	L	INTERNATION	AL SCHOOL		INTERNA	THONAL SC	HOOL	Number of Hours:	JOL	INTERNA	IONAL SCHOOL	
				ORIGINAL	SCHEDU	LE OF MIS	SSED CLASS	•	*			
Date: OL IN E	RNATIONAL SCH	OOL	INTERN	IATIONAL S	CHOOL	INT	Start Time:	SCHOOL INTER	RNATIONAL SC	HOOL	INTERNATION	IAL SC
Room Number:							End Time:					
			PI	ROPOSED	SCHEDUL	E OF MA	KE-UP CLASS	S				
Date:	11/	VTERNATIONAL	LSCHOOL		INTERNAT	IONAL SCH	Start Time:	INTERNATIONAL SCHOOL)L	INTERNATION	ONAL SCHOOL	
Room Number:	ECTME	D	VA/E	CTME	AD	11	End Time:	-AD 14/1	CTME	AD	WEGTI	1/1
				REASC	ON FOR	MISSE	CLASS					
WESTMEAL INTERNATIONAL SCHOOL		WEST				STME		WESTMEA INTERNATIONAL SCHO		WES	TMEAD TIONAL SCHOOL	
Requested by:	ESTMEA RNATIONAL SCH	OOL OOL	WE	ST Endo	orsed by:	V. INT	ESTME ERNATIONAL S		oproved by:		WEST	VIE IAL SC
Signature o over printe		VESTIV	1EAD	Si	gnature o over pri	f College inted nam		WESTMEAN	Marites D. P for Admini			