



Republic of the Philippines
 University of Southeastern Philippines
College of Arts and Sciences
 Obrero, Davao City



SUBSTITUTION FORM

 Date

Dr. Maureen M. Villamor
 University Registrar
 This University

Madame:

I have the honor to request for the substitution of the following subjects which I took and passed at the University of Southeastern Philippines during the ____ Semester, AY _____ for possible accreditation to same subjects required in the course I am pursuing.

Subjects taken at **University of Southeastern Philippines**

Course No.	Course Description	Grade	Unit/s
_____	_____	_____	_____

Subjects required in the course being pursued:

Course No.	Course Description	Grade	Unit/s
_____	_____	_____	_____

Very truly yours,

 Student Name and Signature

 Course & Year

Recommending approval:

 Name & Signature of Professor/Instructor

Approved:

 Dean, CAS

Cc: Registrar's copy
 Dean's copy
 Student's copy