

**OFFICE OF THE GRADUATE PROGRAM  
College of Social Sciences and Philosophy  
University of the Philippines Diliman**

**APPLICATION FOR PENALTY COURSE SUBSTITUTION**

\_\_\_\_\_  
(Date)

**The Dean  
College of Social Sciences and Philosophy**

I hereby apply for substitution for the penalty course requirement. I was granted extension of residency from \_\_\_\_\_ to \_\_\_\_\_, and would like to enroll in \_\_\_\_\_ in fulfillment of the penalty course requirement, for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
(Signature of Student above Printed Name)

.....  
Recommending approval and respectfully forwarded to Dean \_\_\_\_\_

\_\_\_\_\_  
(Department Chair/Graduate Program Coordinator)  
Date: \_\_\_\_\_

- ( ) Recommending approval of substitution as requested
- ( ) Not recommending approval

Remarks:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CSSP Graduate Program Coordinator

\_\_\_\_\_  
(Date)

Action Taken:

- ( ) Approved
- ( ) Disapproved

Remarks: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Dean)

\_\_\_\_\_  
(Date)