

Waiver – for Non-
Compliance of
Incomplete Grade/s.



Republic of the Philippines
UNIVERSITY OF RIZAL SYSTEM
Province of Rizal
_____ Campus

OFFICE OF THE REGISTRAR

(date)

Campus Registrar
URS - _____

Dear _____:

Greetings!

I am (name) _____ a _____ year student,
SY _____ leading to the degree _____ with
Incomplete/ Unofficially dropped/ Conditional grade/s on the following subjects;

Subject:	3.
1.	4.
2.	5.

Enrolled this _____ Semester SY _____ choose not to resolve or settle my grades and transfer to other school.

I am duly aware of the school policy and understand that all my **INCOMPLETE, UNOFFICIALLY DROPPED** grades will be converted into **5.0 of failed grade** as I have decided.

Hoping for your favourable response upon this matter.

Thank you and more power!

Respectfully yours,

Student

Noted by:

Dean

APPROVED BY:

Registrar