**GPC-04: Graduation Project - General Request Form**

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| **Project Title** |  |
| **Supervisor** |  |
| **Supervisor’s Signature**(See note below) |  | **Date** |  |

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| **Type of Request** (Select one) |
| **🗌**  | Minor changes in project title |
| **🗌** | Major changes in project |
| **🗌** | Amendment of project committee |
| **🗌** | Request for additional resources/support |
| **🗌** | Report a dispute (Supervisor’s signature is optional)  |
| **🗌** | Request for extension of time |
| **🗌** | Others (please specify) |
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| **Detailed Request with Justification** (please attach an additional sheet/document, if necessary) |
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| **Sr** | **Student Name** | **Student ID** | **Signature** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |

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| **🗌 Approved 🗌 Not Approved** |

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| **Department Head’s Signature** |  | **Date** |  |

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| **Note: This form is to be submitted to the Graduation Project Coordinator of the department to make any request related to the graduation project.** |