July 29, 2024

Prof. Joseph Ryan G. Lansangan
Dean
School of Statistics
University of the Philippines Diliman
Diliman, Quezon City

Dear Dean Lansangan,

I shifted from [ ] to [ ], effective [ ]. For this reason, I would like to request a transfer of credits for the following courses:

Course No.	Courses Title	No. of Units	Academic Year and Semester Taken
REQUIRED COURSES			
ELECTIVES			
	TOTAL UNITS		

Respectfully yours,

[Student Name]

Endorsed by:

<Name of Director>
Director, Office of Graduate Studies

Approved by:

Joseph Ryan G. Lansangan, PhD
Dean, UP School of Statistics