**APPLICATION FOR GRADUATION FORM**

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

Application Fee P 100.00

Official Receipt Number

Date

Checked by

Date

The University Registrar

Visayas State University

Enrolment List (EL) Checked:

[x] Enrolled

[ ] Not enrolled

Checked by

Visca, Baybay City, Leyte 6521-A

Through: The Dean

College of \_\_\_\_\_\_\_\_\_\_

/Graduate School Dean

Other requirements for graduation:

[ ] Approval Sheet of manuscript

[ ] Approved Transmittal of manuscript

[ ] Three(3) copies of latest picture(2x2, colored with white background)

[ ] Birth Certificate from PSA

[ ]Tree Planting Certificate

[ ] Clearance

Sir/Madam:

I have the honor to apply for graduation as of

for the degree of

major in .

Very Truly Yours,

Printed Name and Signature of Applicant Student Number

Cell phone Number Telephone Email Address

A. Title of [ ] Thesis [ ] Case Study [ ] Special Problem [ ] Field Practice [ ] Narrative Report

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

Printed Name and Signature of Thesis/SC/SP/FP/NR Adviser

B. Secure approval from your Thesis/Case Study/Special Problem/

Field Practice/ Narrative Report Adviser.

C. Subject(s) enrolled this (current) semester:

|  |  |  |  |
| --- | --- | --- | --- |
| Course Number and Description | Units | Course Number and Description | Units |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

D. Subjects with INC grades, GNS, not yet taken or to be enrolled next term *(to be filled by the course in-charge)*

|  |  |
| --- | --- |
| Course Number and Description | Units |
|  |  |
|  |  |
|  | **Approved:**  ANABELLA B .TULIN  College Dean/Graduate School Dean |
|  |  |

E. Secure Approval from your College Dean/Graduate School Dean

**PERSONAL DATA SHEET OF APPLICANT FOR GRADUATION**

(Please print all entries in capital letter)

Student Number:

Name:

*Family Name First Name Middle Name*

If you are a married woman, write your maiden name:

Age: Sex: Religion: Citizenship:

Date of Birth: Place of Birth: Civil Status:

Home Address:

*Barangay/Street Town/City Province*

Name of Father: Citizenship: Occupation:

Name of Mother: Citizenship: Occupation:

Parent’s Address:

If Married, Spouse (husband/wife) Name: Occupation:

Spouse Address:

**SCHOOL RECORDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name of School** | **Address of School** | **School Year** | **Honors or Distinctions Received** |
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| Graduate Education *(for Graduate Students only)* | | | | |
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|  |  |  |  |  |

Membership in Organizations:

*I swear that all entries contained in this application for graduation are true and correct to the best of my knowledge*

*and belief.*

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

Signature of Applicant Date

*Distribution of copies: 1-College Dean and 1-University Registrar*