	Republic of the Philippines **ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY** Leon Campus, Leon, Iloilo	Department:	Office of the Registrar and Admission
		Document Code:	QF-ORA-LC-08
	APPLICATION FOR GRADUATION	Revision No.: Effective Date:	03 December 29, 2022

Date: _____

1.5" x 1.5"
Photo with name tag, shirt with collar and white background

The Campus Registrar
This Campus

Madam:

I have the honor to apply for assessment for graduation this:
[ ] 1st Sem. **[ ] 2nd Sem.** **[ ] Summer** **Academic Year**_____

The following are my personal and educational data:

ID No.:_____

Print Name:_____,_____,_____ **Gender :** _____
(Last) (First) (Middle)

Date of Birth: _____ **Place of Birth:** _____ **Age:** _____

Permanent Address: _____

Email Address: _____ **Telephone No.:** _____ **Cel No.:**_____

Parent/Guardian: _____ **Address:**_____

Secondary Education/SHS completed at: _____**A.Y.:**_____

Last School Attended (for transferee): _____ **A.Y.:**_____

Degree/Course/Major:_____ **A.Y.:** _____**College:** _____

Organizational Involvement: (At least 3 major achievements only)

Year	Position	Club(s)/Organization(s)

Respectfully yours,

_____
Signature over Printed Name of Student

EVALUATION :

No. of Subject(s) not taken as required in the curriculum:
#_____

List of Subject(s) not Taken	Reason(s)

No. of Subject(s) with uncomplied (INC) grades
#_____

Subject(s) with INC grade	Term Enrolled

Recommendation:
[ ] For Approval
[ ] Disapproved
[ ] Hold until all the requirements are complied/ completed and passed all subjects taken

Remarks:
_____
_____
_____
_____
_____
_____

Evaluated and Endorsed by:

_____
Program Coordinator
Signature over Printed Name

FINAL ACTION:

[ ] Qualified for Graduation **[ ] Disqualified for Graduation**

Remarks: _____
_____

Recommending Approval: **Approved by:**

_____ _____
Campus Administrator **Campus Registrar**

Instructions: Please Fill-up this form and submit to your respective Program Coordinators with the following requirements:
- Clear Photocopy of PSA Birth Certificate
- Report of Grades