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| REGISTRAR Form 6

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| cvsu-logoRepublic of the Philippines |

 |
| **CAVITE STATE UNIVERSITY** |
| **CCAT Campus** |
| (Formerly Cavite College of Arts and Trades) |
| Rosario, Cavite |
|  |

# OFFICE OF THE CAMPUS REGISTRAR

## REPORT OF COMPLETION

Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

#### THE REGISTRAR

**This University**

Please be informed that Mr./Ms. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, a student in the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_program has removed the grade of “4.0”/completed the grade of “INC”/ has satisfied for the release of his/her grade in lieu of “GW”, on the following subjects:

*(Student No.)*

*(Name)*

 *(Course & Section)*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **SUBJECT & SCHEDULE CODE** |  | **SEM/AY TAKEN** |  | **PREVIOUS GRADE** |  | **FINAL GRADE** |  | **NAME & SIGNATURE OF INSTRUCTOR** |  |
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Noted by:

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Department Chairperson **ARIEL G. SANTOS, EdD**

 Director, Instruction

 Recommending Approval:

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

**MARLYN A. QUINEZ**

OIC, Registrar’s Office Approved:

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

 **LAURO B. PASCUA, EdD**

 Campus Administrator

**Note:**

To be accomplished in 4 copies, the original copy to be submitted to the Registrar, and one copy each for the Registration Adviser, MIS Office and the Student