



# EASTERN VISAYAS STATE UNIVERSITY

(formerly Leyte Institute of Technology)  
Tacloban City

COMPANY WITH  
QUALITY SYSTEM  
CERTIFIED BY DNV  
= ISO 9001 =

Title of Form:

**Official Transcript of Records**

Control No.

EVSU-REG-F-018

Revision No.

01

Date

November 6, 2019

## OFFICE OF THE REGISTRAR

### PERSONAL DATA

Name: CATHRINE JOY TAMPIL YAPIT  
 Date of Birth: JUNE 08, 2000  
 Place of Birth: TACLOBAN CITY  
 Gender: FEMALE  
 Civil Status: SINGLE  
 Citizenship: FILIPINO  
 Address: PALO, LEYTE  
 Parent/Guardian: MR. & MRS. EDDIE G. YAPIT  
 Parent's/Guardian's Address: PALO, LEYTE



### PRELIMINARY EDUCATION

### STATE OF ADMISSION

Elementary: \_\_\_\_\_ Date Graduated \_\_\_\_\_ Course: BSOA  
 \_\_\_\_\_ Date of Admission: FIRST SEMESTER, 2019-2020  
 Secondary: \_\_\_\_\_ Credentials: F137A; F138A; GMC; NSO LBC;  
ACL COLLEGE-TACLOBAN \_\_\_\_\_ 2019  
 \_\_\_\_\_ Last Attended  
 College: \_\_\_\_\_

### TITLE OR DEGREE CONFERRED:

**BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION**

**ACADEMIC ACHIEVER**

Major:

Minor:

Remarks: GRADUATED

Date of Graduation: July 07, 2023

Granted under Authority of the EVSU Academic Council and Board of Regents:

Special Order No. S-022 per Board Resolution No. 108 Series 2023

### GRANTED CERTIFICATE OF TRANSFER CREDENTIAL:

### GRADING SYSTEM

1.0 Excellent	1.6-2.0 Very Good	2.6-3.0 Fair or Passing	4.1-5.0 Failure	DRP Dropped
1.1-1.5 Superior	2.1-2.5 Good	3.1-4.0 Conditional Failure	INC Incomplete	NG No Grade

### VALID ONLY FOR EMPLOYMENT

O.R. No. R.A. 11261  
 Date 8/2/2023

Prepared and Certified Correct:

**RONEL P. VALERIANO**  
 In-Charge of Records

**JUDITH P. CAMPO, MPRM**  
 University Registrar

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**CATHRINE JOY TAMPIL YAPIT**

SUBJECT CODE	DESCRIPTIVE TITLE	FINAL RATING	Re-Exam	Credits
<b>2019-2020 FIRST SEMESTER</b>				
	<b>Bachelor of Science in Office Administration</b>			
BCA 001	Accounting Plus	1.4		3.0
IT 253	Presentation Packaging in Business	1.8		3.0
BCM 001	Business and Management Plus	1.5		3.0
GEN ED 001	Purposive Communication	1.9		3.0
GEN ED 002	Understanding the Self	1.5		3.0
OMC 113	Keyboarding and Documents Production	1.4		3.0
FIL 001	Sining sa Pakikipagtalastasan	1.8		3.0
NSTP 113	CWTS, LTS, MTS (Naval or Air Force)	1.3		3.0
PE 112	PATHFIT (Movement Competency Training)	1.2		2.0
GEN ED 004	Mathematics in the Modern World	1.6		3.0
<b>2019-2020 SECOND SEMESTER</b>				
RIZAL 001	Rizal Life and Works	1.2		3.0
FIL 002	Pagbasa at Pagsulat Tungo sa Pananaliksik	1.6		3.0
GEN ED 008	Science, Technology and Society	1.7		3.0
GEN ED 007	The Contemporary World	1.5		3.0
AE 113	Financial Accounting & Reporting	1.5		3.0
OMC 223	Personal and Professional Development	1.8		3.0
IT 233	Electronic Spreadsheet in Business	1.6		3.0
AE 114	Conceptual Framework & Accounting Standards	1.0		3.0
PE 122	PATHFIT (Fitness Training)	1.3		2.0
NSTP 123	CWTS, LTS, MTS (Naval or Air Force)	1.3		3.0
<b>2020-2021 FIRST SEMESTER</b>				
ELEC 001	Elective Course	1.7		3.0
FL OA 213	Foreign Language in Office Admin. 1	1.0		3.0
GEN ED 003	Readings in Philippine History	1.2		3.0
LIT 002	Literatures of the World	1.7		3.0
OMC 213	Administrative Office and Procedures Management	1.1		3.0
OMC 253	Foundations of Shorthand	1.4		3.0
OMC 273	Business Integrated Software Application	1.8		3.0
OMC 293	Business Report Writing	1.5		3.0
OM ELEC 213	Introduction to Entrepreneurship	1.2		3.0
1OA PE212	PATHFIT (Dance, Sports, Group, Exercise, Outdoor and AdvAct)	1.0		2.0
<b>2020-2021 SECOND SEMESTER</b>				
CBMEC 001	Operations Management	1.6		3.0
ELEC 002	Elective Course	2.1		3.0
FL OA 223	Foreign Language in Office Admin. 2	1.0		3.0
GEN ED 005	Arts Appreciation	1.1		3.0
HBO 223	Human Behavior in Organization	1.8		3.0
MATH 223	Mathematics of Investment	1.7		3.0

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In-charge of Records

**JUDITH P. CAMPO, MPRM**  
University Registrar



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**CATHRINE JOY TAMPIL YAPIT**

MGT 263	Computer-Based Information System	1.5	3.0
OMC 233	Advanced Shorthand	1.4	3.0
OMC 263	Office Administration Internship (200 hours)	1.4	3.0
PE 222	PATHFIT (Dance, Sports, Group Exercise, Outdoor and AdvAct)	1.0	2.0
<b>2021-2022 FIRST SEMESTER</b>			
FL 313	Foreign Language in Practice 1	1.0	3.0
IT 313	Database Management	1.2	3.0
LAW 313	Business Law	1.7	3.0
MKTG 313	Advertising and Promotion Management	1.5	3.0
OMC 333	Machine Shorthand 1	1.4	3.0
OM ELEC 313	Events Management	1.3	3.0
OMP 313	Medical Office Procedures	1.8	3.0
OMP 333	Legal Office Procedures	1.1	3.0
RES 313	Methods of Research	1.2	3.0
<b>2021-2022 SECOND SEMESTER</b>			
CBMEC 002	Strategic Management	1.6	3.0
DRRM 323	Disaster Risk Reduction Management	1.5	3.0
FIN 323	Principles of Money, Credit and Banking	1.3	3.0
FL 323	Foreign Language in Practice 2	1.0	3.0
GEN ED 006	Ethics	1.4	3.0
OMC 323	Entrepreneurial Behavior and Competencies	1.2	3.0
OMC 343	Internet Research for Business	1.2	3.0
OM ELEC 323	Tour Management/Production Operations Mgt w/ Bus. Trip	1.8	3.0
OMP 323	Machine Shorthand 2	1.2	3.0
<b>2022-2023 FIRST SEMESTER</b>			
OMC 413	Customer Analytics	1.9	3.0
OM ELEC 413	Seminar in Current Trends in Office Administration	1.2	3.0
OMP 413	Project Management	1.3	3.0
OM ELEC 433	Current Trends in Information Technology	1.2	3.0
OMP 433	International Studies	1.3	3.0
PR 413	Public and Customer Relations	1.5	3.0
TAX 413	Income Taxation	2.3	3.0
<b>2022-2023 SECOND SEMESTER</b>			
OMC 423	Office Internship (400 hours)	1.0	6.0
RES 423	Research in Office Administration	1.5	3.0

XXXXXXXXXXGRADUATEDXXXXXXXXXX

\*\*\*\*\*TRANSCRIPT CLOSED\*\*\*\*\*



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