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EMARKS: Continued on page 2.

OFFICIAL TRANSCRIPT OF RECORD

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SILLIMAN UNIVERSITY, City of Dumaguete, Philippines

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OFFICIAL TRANSCRIPT OF RECORD

X-X-X

Degree .

SILLIMAN UNIVERSITY, City of Dumaguete, Philippines

Name JENNIFER C. EVANGELIO

REMARKS:

Transcript Regulations - Silliman University

Student records are confidential and information is released only at the request of the student or of appropriate institutions. Partial transcripts are not issued. Official transcripts of credits obtained from other institutions and which have been presented to Silliman University for admission or for transfer of credit become a part of the student's permanent record and are re-issued only as true copies.

The transcript fee is P40.00 per copy plus P30.00 for handling of the records. The fee is due at the time the transcript is requested from the Registrar's Office. In addition to the transcript fee, a documentary stamp worth P15.00 is required for every release. Extra fees may be charge for additional attachments and for other costs related to the handling of school records.

Good standing signifies that the student is eligible to continue, return or transfer elsewhere. It implies good academic standing and good citizenship, and is used synonymously with such term as Transfer Credential/Certificate of Honorable Dismissal Granted. Suspension or dismissal for academic disciplinary cause will be shown on the transcript.

SEMESTER HOURS CREDIT

One collegiate unit of credit is one hour lecture or recitation each week or a total of 18 hours; 50 hours in a semester. Three hours of laboratory work, drafting or shop work each week or a total of 54 hours a semester are regarded as equivalent to one recitation or lecture.

COURSE NUMBERING SYSTEM

Course numbered 1 to 19 are designed primarily for freshmen; 20 to 49, for sophomore; 50 to 99, for juniors and seniors. Odd numbers refer to first semester courses, even numbers to second semester courses. An "R" attached to a number indicates that the course is offered both semesters.

GRADING SYSTEM

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Adopted Since 1955-56				Effective June	Percentage Grade Equivalence Table			
	Lei	tter Grade	Quality Points	Numerical Ratings	Quality Marks	(AC Action 77-78:25)		
	A	Excellent	4.0	4.0, 3.9, 3.8	Excellent	97 - 100		
		Very Good	3.5	3.7, 3.6, 3.5, 3.4, 3.3		93 - 96		
	B	Good	3.0	3.2, 3.1, 3.0, 2.9, 2.8	Good	89 - 92		
	B-	- ING TE TRY CIA	ge 2.5	2.7, 2.6, 2.5, 2.4, 2.3	Above Average	85 - 88		
	C	Average	2.0	2.2, 2.1, 2.0, 1.9, 1.8	Average	81 - 84		
		- COUNTRY CHAP	ge 1.5	1.7, 1.6, 1.5, 1.4, 1.3	Below Average	77 - 80		
	P	Passing	1.0	1.2, 1.1, 1.0	Passing	73 - 76		
	F	Failure	0.0	0.0	Failure	72 & below		

Quality points are weighed by the number of units assigned to a course, that is the number of units is considered in computing graduation averages and honors.

A grade of "Inc" (Incomplete) indicates that the student has not completed all the assigned work for the course. An "Inc" must be completed within the following term in the semester in which the course was taken; otherwise the grade automatically becomes "NC" for "No Credit", or "NG" for "No Grade".

The letter "W" shows that the student has dropped a course with the written permission of his Dean or Principal. If a student drops a course without the permission of his Dean, the grade for the course automatically becomes "F". "WF" is recorded when a student officially withdraws the course but is failing at the time the withdrawal was made.