# Franc. In College of the Immaculate onception

Baybay, Leyte



#### Office of the Registrar

#### OFFICIAL TRANSCRIPT OF RECORDS

Name:

SOLANO , EDERLINA F.

Date: February 17, 2011

Residence:

Brgy, Bunga, Baybay, Leyte

Date of Birth:

**September 28, 1955** 

School

Year

Place of Birth:

Baybay, Leyte

Preliminary Graduation

Course:

Primary:

1967-1968

Intermediate: Bunga Comm. School

SECRETARIAL

Secondary:

VAC

1968-1972

Entrance Data: Form 138

**SUBJECTS** Re-Exam Credits Rating Course No. with descriptive titles FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, Baybay, Leyte First Semester, 1978-1979 1.9 3 Engl 1 Freshman Grammar and Composition 1 5 Typg Elem. of Typewriting 1.2 1 5 Steno Elem. of Stenography 115 Socio 5 New Society and Its Problem 1.5 3 3 Basic Comm. & Clerikal Skills 1.3 ClerTrng 7 Personality Dev'pt. and Public Rel./Office Ethics 3 Psycho 1.6 Relg 1 Survey of our Catholic Faith 1.8 (3)Second Semester, 1978-1989 2 Advanced Typewriting Typg 1.2 2 **English Grammar and Composition** 3 Engl 2.0 Steno 2 Speed Dev't. in Shorthand 1.6 5 Rizal Life and Works of Rizal 2.0 3 BusMath 1 **Business Mathematics** 1.2 3 PolSci 4 The New Const. & the Importance of Public Service; PopEduc. 1.9 3 2 Continuation of Religion I Relg 1.6 (3)First Semester, 1979-1980 3 Typg Advanced Typewriting 1.3 5 3 Steno **Basic Transcription** 14 5 SecAcctg Secretarial Bookkeeping 1.3 6 1 Econ Elements of Econ. w/LR & T 1.4 3 Relg 3 Religious Education 17 (3)Second Semester, 1979-1980 Psycho 1 General Psychology 1.5 3 Business English & Correspondence Engl 1a 1.8 3 Practicum Office Management, Theory & Practice 3 2.3 

ISSUED FOR OFFICE FILE PURPOSES. Remarks:

OFFICIAL GRADES: 1.0(Excellent:100-95); 1.1-1.5(Very Good:94-90); 1.6-2.5(Good:89-80); 2.6-3.0)Fair Passed: 79-75); 5.0(Failed: below 75);INC(Test or assignment lacking);"W"- withdrawn; "DR"- Dropped.

Prepared by:

agnoliva ALLEN G. MOLINA

M. ELENOR EGANO, OSF

O.R. NO. 114086 Date Issued: February 17, 2011 NOT VALID WITHOUT SEAL

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Name:

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Date of Birth:

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School

Year

Place of Birth:

Course:

Entrance Data:

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**Preliminary Graduation** 

Intermediate:

pls. refer to sheet no. 1

Secondary:

Course No.		SUBJECTS with descriptive titles	Rating	Re-Exam	Credits		
		FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, Baybay, Leyte					
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Engl	8   -	Advanced English Grammar	2.0	"""""			
Mgnt	171	Business Organization & Management	1.2		3		
Steno	4=	Advanced Transcription	1.8	11::11::11:	15 15		
Relg	=4=	Religious Education	1.3	#II#II#II#	(3)		

GRADAUTED: March 20, 1980 in the Two-Year Junior Secretarial Course with the Diploma in Secretarial Science (D.S.S.) as per Special Order (B) No. 5-004, s. 1980, dated February 25, 1980.

Science (D.S.S.) as per Special Order (B) No. 5-004, s. 1980 da	ated Februar	y 25, 1980.	
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