Franciscan College of the Immaculate Conception

BAYBAY, LEYTE

Office of the Registrar

OFFICIAL TRANSCRIPT OF RECORD

Name MR. POLICARPO C. GUMBA, Jr. Date August 28, 1978

Residence A. Bonifacio St. Baybay, Leyte

Date of Birth October 10, 1958

Place of Birth Baybay, Leyte

College of SECRETARIAL

Entrance Date Form 138

School	Year
Preliminary Graduation	
Primary	
Intermediate	
Secondary Baybay High School	1975-7

		SUBJECTS with descriptive titles	Rating	Re-exam	Credits
		FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, Baybay, Leyte			
		First Semester. 1976-77			
Engl	1	Freshman Grammar and Composition	1.7		3
S P	1	Elements of Typewriting	1.6		3
S P	3	Elements of Stenography	1.9		3
Econ	1	Elements of Economics with Land Reform and Taxation	1.7		3
		Clerical Training	2.3		3
Buss	3	Personality Development/Public Relation	2.5		3
P E	1	Basic Course 1	1.8		1
Relg	1	General Survey of our Catholic Faith (Part 1)	2.1		(3)
R O T C			1.50		1.5
		Second Semester, 1976-77			
Engl	2	English Grammar and Composition	2.1		3
S P	2	Continuation of Typing 1	1.8		3
S P	4	Continuation of Steno 1	2.2		3
Rizal		Study of Life and Works of Dr. Jose Rizal	2.0		3
Bus Math	1	Business Mathematics 1	1.6		3
Pol Sc	4	The New Const & the Impt of Pub Serv.; Phil Hist and Govt; Drug Addiction; Pop Educ; & Family Planning	2.4		3
P E	2	Basic Course II	1.5		1
Relg	2	Continuation of Religion 1	2.0		(3)
R O T C			2.50		1.5
		First Semester, 1977-78			
Typg	3	Advanced Typewriting	1.8		3
Steno	3	Basic Transcription	1.7		3
Sec. Acctg		Secretarial Bookkeeping	1.8		3
Psycho	1	General Psychology	2.3		3
Socio	5	New Sociaety and Its Problem	1.4		3
P E	3	Basic Course III	1.8		1
Relg	3	Religious Education 1	2.0		(3)
R O T C			1.50		1.5
		Second Semester, 1977-78			
Engl	1a	Business English and Correspondence	1.9		3
Engl	8	Advanced English Grammar	2.0		3
Mgnt	1	Buss Organization and Management	2.0		3
Practicum		Office Management, Theory and Practice	2.1		3
Steno	4	Advanced Transcription	1.7		3
P E	4	Basic Course IV	1.7		1
Relg	4	Religious Education	2.3		(3)
R O T C			1.75		1.5

GRADUATED March 28, 1978, from the Junior Secretarial Course with Diploma in Secretarial Two-Year Science (D.S.S.) As per Special Order (B) No. 5-009 s. 1978 dated January 25, 1977

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Any entry below this line is not valid.

OFFICIAL GRADES: 1(excellent: 100-92); 1.5 (very good 91-87); 2 (good: 86-83); 2.5 (fair: 82-79)

3 (pass:78-75); 5 (failed); Inc. (test or assignment lacking); "W"- withdrawn; "Dr." dropped.

REMARKS: ISSUED UPON HIS PERSONAL REQUEST.
Not Valid as Transfer Credential.

MRS. LILIA T. MODINA
REGISTRAR

Not valid without seal