Records

Franciscan College of the Immaculate Conception

BAYBAY, LEYTE

Office of the Registrar

OFFICIAL TRANSCRIPT OF RECORD

Name MISS MA. FE B. ASILOM
Residence Baybay, Leyte
Date of Birth March 2, 1960
Place of Birth Baybay, Leyte
College of SECRETARIAL
Entrance Data Form 138

Date June 10, 1980

	School	Year
Preliminary Graduation		
Primary		
Intermediate	Baybay West Central	1972-73
Secondary	Baybay High School	1976-77

		SUBJECTS with descriptive titles	Rating	Re-exam	Credits
		FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, Baybay, Leyte			
		First Semester, 1977-78			
Engl	1	Freshman Grammar & Composition	Inc	2.1	3
Typg	1	Elements of Typewriting	1.5		5
Steno	1	Elements of Stenography	2.2		5
Socio	5	New Society & Its Problem	2.0		3
Cler Trng		Basic Comm & Clerical Skills	1.9		3
Psycho	7	Personality Devp't & Pub Relation/Office Ethics	2.0		3
P E	1	Basic Course 1	1.2		1
Relg	1	Survey of our Catholic Faith 1	2.0		(3)
		Second Semester, 1977-78			
Engl	2	English Grammar & Composition	1.9		3
Bus Math	1	Business Mathematics	2.3		3
Pol Sc	4	The New Constitution & the Importance of Public Serv; Philippine Government; Population Education Drug Addiction and Family Planning	2.6		3
Rizal		Life & Works of Rizal	1.9		3
Typg	2	Advanced Typewriting	1.5		5
Steno	2	Speed Development in Shorthand	1.9		5
P E	2	Basic Course 11	1.2		1
Relg	2	Continuation of Religion 1	2.5		(3)
		First Semester, 1978-79			
Typg	3	Advanced Typewriting	1.6		5
Steno	3	Basic Transcription	2.4		5
Sec Acctg		Secretarial Bookkeeping	2.0		6
Psycho	1	General Psychology	2.0		3
Econ	1	Elem of Economics w/ LR & T	2.5		3
P E	3	Basic Course 111	1.2		1
Relg	3	Religious Education	1.9		(3)
		Second Semester, 1978-79			
Engl	8	Advanced English Grammar	1.9		3
Engl	1a	Business English & Correspondence	2.4		3
Mgnt	1	Business Organization & Management	2.2		3
Steno	4	Advanced Transcription	2.1		5
Practicum		Office Management, Theory & Practice	2.4		3
Relg	4	Religious Education	1.9		(3)

GRADUATED March 18, 1979 from the Two-Yr. Junior Secretarial Course with the DIPLOMA IN SECRETARIAL SCIENCE (D.S.S.) as per S.O. (B) No. 5-010 s. 1979 dated Jan. 24, 1979.

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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good: 91-87); 2 (good: 86-83); 2.5 (fair: 82-79) 3 (pass: 78-75); 5 (failed); Inc. (test or assignment lacking); "W"-withdrawn; "Dr."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 FOR EMPLOYMENT PURPOSES.
Not valid as transfer credential

Not valid without seal

MRS. LILIA T. MODINA
REGISTRAR