



Franciscan College of the Immaculate Conception
DAYBAY, LEYTE

Office of the Registrar

OFFICIAL TRANSCRIPT OF RECORD

Name MS. GRACIANA B. MANAGBANAG
Residence Baybay, Leyte
Date of Birth December 19, 1960
Place of Birth Baybay, Leyte
College of SECRETARIAL
Entrance Data Form 138

Date May 18, 1998
School Year

Preliminary Graduation

Primary

Intermediate

Secondary

Baybay East Central 71-72
Baybay High School 75-76

SUBJECTS

with descriptive titles

			Rating	Re-exam	Credits
FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, Baybay, Leyte					
First Semester, 1976-77					
Engl	1	Freshman Grammar & Composition	2.1		3
S P	1	Elements of Typewriting	1.5		5
S P	3	Elements of Economics w/IR & T	1.5		5
Econ	1	Elements of Stenography I	1.5		5
		Clerical Training	1.8		3
Buss	3	Personality Dev't./Public Relation	2.2		3
PE	1	Basic Course I	1.6		1
Relg	1	Gen. Survey of our Catholic Faith I	1.9		(3)
Second Semester, 1976-77					
Engl	2	English Grammar & Composition	2.4		3
S P	2	Continuation of Typing I	1.5		5
S P	2	Continuation of Steno I	1.9		5
Rizal		Study of Life and Works of Dr. Jose Rizal	2.5		3
Bus Math	1	Business Mathematics I	2.4		3
Pol Sc	4	The New Const & the Impt. of Public Service; Phil. Hist & Gov't.; Drug Addict; Pop Educ & Family Planning	2.2		3
PE	2	Basic Course II	2.8		1
Relg	2	Continuation of Religion I	2.4		(3)
First Semester, 1977-78					
Type	3	Advanced Typewriting	1.5		5
Steno	3	Basic Transcription	1.7		5
Sec Acctg		Secretarial Bookkeeping	2.3		6
Psych	1	General Psychology	2.5		3
PE	3	Basic Course III	2.0		1
Socio	5	New Society & Its Problems	2.9		3
Relg	3	Religious Education	3.0		(3)
Second Semester, 1977-78					
Engl	1a	Business English & Correspondence	2.2		3
Engl	8	Advanced English Grammar	2.0		3
Mgmt	1	Business Organization & Management	2.0		3
Practicum		Office Management, Theory & Practice	2.3		3
Steno	4	Advanced Transcription	1.9		5
PE	4	Basic Course IV	2.6		1
Relg	4	Religious Education	3.0		(3)
GRADUATED: March 28, 1978 from the Two-Year JUNIOR SECRETARIAL COURSE with the DIPLOMA IN SECRETARIAL SCIENCE (D.S.S.) as per Special Order (B) No. 5-011 s. 1978 dated January 25, 1978.					
First Semester, 1982-83					
Pilp	1	Sining ng Pakikipagtalastasan	1.3		3
NatSc	1	Biological Sciences	1.5		3
Law	1	Obligation and Contract	2.2		3
First Semester, 1985-86					
Span	1	Elementary Spanish I	2.1		3
TRANSCRIPT CLOSED					
Any entry below this line is not valid.					
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Remarks: ISSUED FOR EMPLOYMENT PURPOSES ONLY.

OFFICIAL GRADES: 1 (excellent: 100 - 92); 1.5 (very good: 91.87); 2 (good: 86-83); 2.5 (fair: 82-79)
3 (passed: 78-75); 5 (failed); Inc. test or assignment lacking); "W" - withdrawn; "Dr." dropped.

Prepared by: MVF

Checked by

NOT VALID WITHOUT SEAL

O.R. N.O. 51848

Date 5/18/98

Sister M. Eleonor Egano, OSF
SISTER M. ELEONOR EGANO, OSF
Registrar