SCHOLASTIC RECORD FORM

Name: ______________________________________________________

School: _____________________________________________________

School Address: _______________________________________________

Grade/Year Level Applying for: ___________________________________

GRADES DETAILS

(To be accomplished by the School Registrar or Principal only.)

GUIDELINES:
1. Only the School Registrar or Principal can certify for this Form.
2. The Final Average Grade for the previous level and the Quarter Average Grade for the current level in Math, Science and English should be recorded in the column provided.
3. Average all interrelated subjects taken up with the same year.
   e.g. [ Earth Science (85.00) + Science and Technology (87.00)]/2 = Science Grade (86.00)
4. Grades must be stated in standard quantitative equivalent (e.g. 85.00, 88.00)
5. This form is not valid without the school seal and should be submitted in a sealed enveloped signed by the School Registrar or Principal.
6. Any misrepresentation of information written on this form, or any violation of the instructions shall be a ground for forfeiture of right to enroll.

Forms with incomplete information will not be recorded

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<thead>
<tr>
<th>SUBJECTS</th>
<th>PREVIOUS LEVEL:</th>
<th>CURRENT LEVEL:</th>
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<tr>
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<td>SCHOOL YEAR:</td>
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<td>FINAL GRADES</td>
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<td>CONDUCT</td>
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Certified by:

___________________________

Date

(Signature over Printed Name/Designation)