Republic of the Philippines

**EASTERN VISAYAS STATE UNIVERSITY**

**Ormoc City Campus**

Ormoc City

Instruction:

*A student who is graduating, transferring, returnee and/or requesting for Transcript of record for Employment or other purposes is required to accomplish this clearance form.*

CLEARANCE

|  |  |  |
| --- | --- | --- |
| **Student Number** | **Last Name First Name M.I.** | **Course/Major/Year Level** |
|  |  |  |

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No. of semester in EVSU-OCC : \_\_\_\_\_\_\_\_\_\_\_\_\_ [ ] Graduating [ ] Not Graduating

School Year admitted in EVSU-OCC: \_\_\_\_\_\_\_\_\_ Last term enrolled in EVSU-OCC : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Date*

**DR. DANILO B. PULMA**

Campus Director

EVSU-OCC

Sir:

 I have the honor to request of this clearance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (purpose). All property, responsibility, money obligation and other school accountability for the \_\_\_\_\_\_ semester for the school year \_\_\_\_\_\_\_\_\_\_\_ have been settled and cleared as signified below by the school authorities concerned.

 Very truly yours,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (*Signature over printed name)*

We certify that the above-named student is cleared from academic, monetary, property responsibilities and other school accountabilities.

**SIGNATURE OVER PRINTED NAME**

 **ROMULO JOSEPH M. JEREZA IV DR. JOERGEN T. ARRADAZA, JR.** *Librarian Designate Head of SASO*

 **WILFERD JUDE A. PERANTE, MSIT GEOFFREY RAINIER O. CARTAGENA, CPA**

*Supply Officer Designate Accountant Designate*

   **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

   *Department Head*

**DANILO B. PULMA, DM**

*Campus Director*