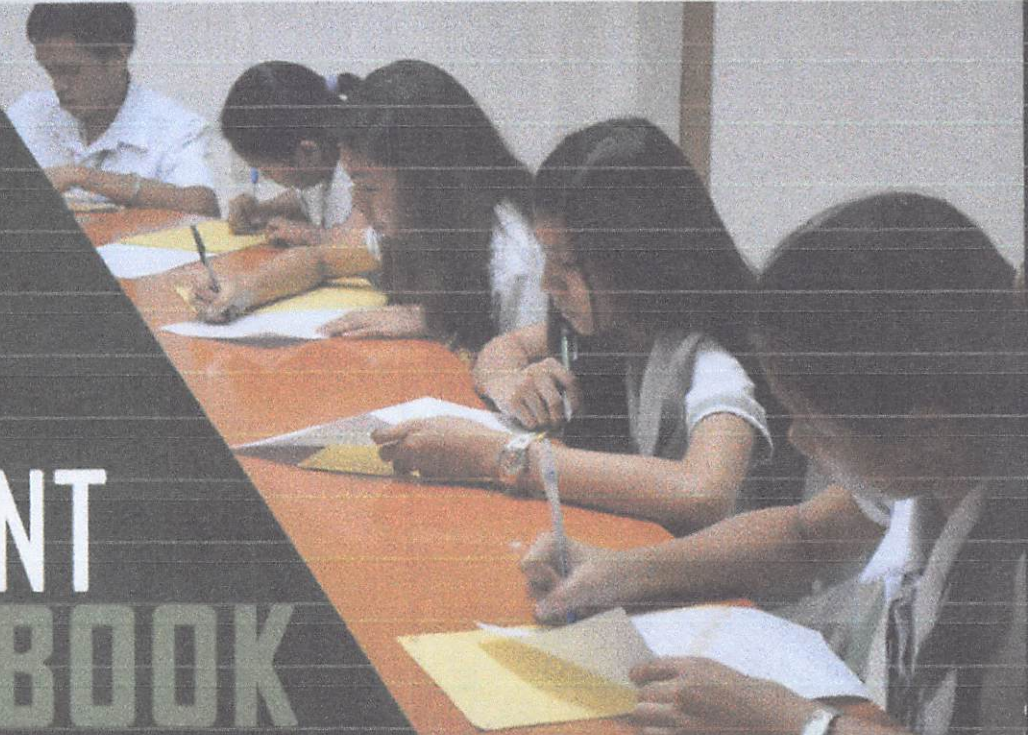# SURIGAO STATE COLLEGE OF TECHNOLOGY

SSCT

"For Nation's Greater Heights"

I.6.3. academic administrators;

SURIGAO STATE COLLEGE OF TECHNOLOGY
SURIGAO CITY

STUDENT HANDBOOK

2018 EDITION

Narciso Street, Surigao City 8400, Philippines
Tel. No.: (086) 826-6346
Registrar's Office Tel No.: (086) 826-3908
Website: www.ssct.edu.ph

4. have no Dropped (DRP) and incomplete (INC) subject during the term of evaluation.
5. not have been found guilty of any major offense from the first term of enrollment to the current term of evaluation.

A student included in the President's and Dean's Honors List will be awarded a Certificate of Academic Proficiency for a particular term.

Honor Roll (High School)

Selection of honor students for High School shall be based on the guidelines and criteria issued by the Department of Education (Dep.Ed.).

Honors System for Graduating Students

Students must have completed in SSCT at least 75% of academic units required in the curriculum and must have no INC or Dropped ratings.

Honors	Average Grade	No Grade Below
Summa Cum Laude	1.2 or 93%	1.6 or 89%
Magna Cum Laude	1.4 or 91%	1.9 or 86%
Cum Laude	1.6 or 89%	2.2 or 83%

1. Honor roll shall be published one (1) week before the graduation day for the graduating students.
2. Subject to the guidelines set by the Awards Committee, special awards may be awarded during the recognition rites to deserving students who excelled in the fields of:
   - Technology
   - Journalism
   - Performing Arts
   - Sports/Athletics
   - Community Service
   - Music
   - Outstanding Leadership
   - Loyalty Award

Loyalty award may be granted to students who completed their studies consecutively at SSCT from High School to College. All subjects must be taken at SSCT.

3. Awards from socio-civic and religious organizations shall be approved by the administration before conferring their awards/citations to the deserving students.

Section 9. Educational Tour and Field Trips

Requests for educational tours and field trips shall require approval by the Office of the President. Educational Tours and Field Trips shall be governed by the CHED memorandum orders and BOT Resolutions.

9.1 Definition

Educational Tour. An extended educational activities involving the travel of the students and supervising faculty outside the school campus which is relatively of longer duration usually lasting for more than one day and relatively more places of destination than a field trip.

Field Trip. An educational activity involving the travel of the students and supervising faculty outside the school campus but is of relatively shorter duration usually lasting for only one day and with fewer places of destination.

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Section 10. Graduation Requirements

Candidates for graduation must satisfy the following requirements:
1. completion of all academic requirements.
2. must have secured clearance from the College.

ARTICLE II
SCHOOL FEES

Section 1. Regular and special fees in the College shall be fixed by the Board of Trustees.
Section 2. Matriculation or regular fees shall include the tuition, laboratory, technology, library, medical, and other fees to be paid by students in connection with their enrolment in the College.
Section 3. An authorized testing fee shall be charged to new entrants and transferees.
Section 4. Cross-enrollees from other institution must pay in full the tuition and other school fees due upon enrollment.

ARTICLE III
SCHOLARSHIPS AND GRANTS-IN-AID

SCHOLARSHIP and FINANCIAL ASSISTANCE (SFA)

As a regular program of Surigao State College of Technology under the Scholarship Assistance Unit (SFAU), scholarship and financial assistance to qualified students are awarded every year through the five major scholarship and financial assistance programs: Academic Scholarship, Athletic Scholarship, Choir and Cultural Scholarship, Externally Funded Scholarship, and Special Grants/ Assistance.

Section 1: Academic Scholarship

As part of its continuing mandate and program to serve and assist deserving students, the University provides various scholarships and educational assistance/grants subject to the following general policies and guidelines:

1.1 **Highest Honors** graduates of public schools and government-recognized private schools of a class of at least (30) students will avail 100% tuition fee exemption and renewable every semester if the students will obtain and maintain of GWA at least 2.0 or 85% with no grade below 2.5 or 80%.
1.2 **President's Honors List** = 100% discount on tuition fees
1.3 **Dean's Honors List** = 75% discount on tuition fees

Section 2: Non-Academic Scholarships / Grants

2.1 **Athletic Scholarship**
This scholarship is enjoyed by the students athletes who won on the National and Regional games.

2.2 **Arts and Culture Scholarship**.
This scholarship is enjoyed by certified members of SSCT Choral and Sajaw Surigao Dance Troup.

2.3 **Marching Band**
This scholarship is enjoyed by certified members of SSCT Drum & Bugle Corps.

2.4 **PWD Scholarship**
This scholarship is granted to persons with disability certified by the College Physician.

2.5 **Indigenous People**
This scholarship is given to students who belong to minority group as certified by the National Commission of Indigenous People (NCIP).

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- TEACHER EDUCATION PROGRAMS

1. All Freshman Education Students across specialized fields for the BSED, BTTE and the BEE who have completed the prescribed number of units in their respective curriculum, shall qualify to take the Qualifying Examination to be conducted two weeks after the end of the Second Semester.

2. The academic mobility from First Year to Second Year shall be based on the allotted grading distribution of 40% from the Qualifying Exam Result and 60% from the GPA inclusive of the two semesters covered.

3. To qualify for retention in the chosen curriculum/specialization, the student shall obtain a general grade point average (GPA) of 2.3 or 83%.

4. Should the Secondary Education student incur a grade below 80% in any three (3) subjects; may it be major or minor subjects, he/she shall be advised to shift to the BEED course. On the other hand, the Elementary Education Student who incurs a grade below 80% in any three (3) subjects, he/she shall be advised to shift to other courses or take the said subjects again.

5. In the case of an irregular student/returnee, he/she shall be subjected to take the Qualifying Examination provided that he/she has already taken at least 70% of the subjects prescribed in the first year curriculum.

6. In the case of the second, third and fourth year students who incur a grade of 3.0 or 75% in any of the professional education subjects, he/she shall be advised to reenroll the said subject.

7. Decision for retention as to whether the student can proceed to the next year level or not, shall be based on the above stipulated policies and should be carried out strictly to ensure quality graduates for the Teacher Education Curriculum.

7.3 Examinations

1. The two (2) sets of examination will be conducted in a semester, covering the midterm and the final examinations.

2. The schedule of examinations shall be announced by the Executive Dean.

3. Special examination is only allowed to students with valid reason.

7.4 Class Attendance

1. Students are required to attend classes regularly.

2. When students arrive 15 minutes after the class has started, he is marked late. When a student is late three times without valid reasons, the instructor marks him absent.

3. Habitual latecomers shall be referred to the guidance office for proper action.

4. For every absence made, the student should present an excuse letter to the instructor signed by either parent or guardian concerned.

5. Students with three or more absences shall write a promissory letter duly noted by the College Dean for admission back to classes.

6. A student who incurs more than ten (10) percent of unexcused absences of the total recitation, lecture or laboratory hours shall be referred to the College Dean for necessary action.

7. After six (6) consecutive unexcused absences, a student is considered dropped from the subject.

8. A student who gets sick should inform the school authorities about his illness through adviser. His absence can be considered excused upon presentation of the parents' letter of excuse accompanied by the physician's health certificate. He is required to make-up to comply with the course requirements.

9. Any student officially sent by the school to attend seminars, trainings, workshops, jamboree and the like, shall be excused from classes but shall be required to comply with course requirements.

10. If a periodical examination is conducted during his official travel, he shall be credited with a grade based on class standing and projects or shall be given special examination by the teacher concerned.

11. If the instructor is late, the students should remain quiet and study their lessons. The class mayor or any of the class officers present shall notify the College Dean who shall decide whether to dismiss or not to dismiss the class if the instructor does not come within 15 minutes.

7.4 Grading System

The distribution of grades in this scale equivalent is illustrated:

Grade Point	Equivalence	Description
1.0	95-100%	Excellent
1.5 – 1.1	90-94%	Very good
2.0 – 1.6	85-89%	Highly Satisfactory
2.5 – 2.1	80-84%	Good
2.9 – 2.6	76-79%	Satisfactory
3.0	75%	Passing
5.0	Below 75%	Failed due to poor performance, absences/withdrawal w/o notice
DRP	Officially dropped	Dropped w/ approved dropping slip
INC	Incomplete	Incomplete requirements but w/ passing class standing No grade reported by the faculty
NG	No Grade	

Note: INC is for non-graduating students only

Section 8. Academic Recognition

The College recognizes the superior scholastic achievement of any college student in the degree programs at the end of every regular term of each school year. This applies to regular students only. The recipient should:

1. be officially enrolled during the term for which honors are to be earned.

2. be enrolled in and passed all the previous and current regular load of academic units specified on the curriculum,

3. average grade of at least 1.4 or 91% with no grade below 2.0 or 85% for the **President's Honors List** and an average grade of at least 1.6 or 89% with no grade below 2.2 or 83% for the **Dean's Honors** List in all subjects in the current term.

EXCERPT FROM THE MINUTES OF THE 85ᵀᴴ REGULAR BOARD OF TRUSTEES TELECONFERENCE ON JULY 17, 2020

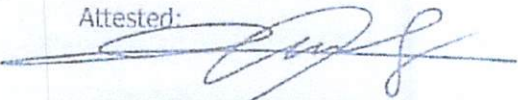After the discussion, the Board passed:

Resolution No. 50 S. 2020

Approving the Proposed Operational Academic Plan for AY 2020-2021 Subject to Integration of Comments

APPROVED

Certified true and correct:

ROWENA A. PLANDO, PhD
Board Secretary V

Attested:

GREGORIO Z. GAMBOA, JR. EdD
Vice Chair, SSCT-BOT
College President

After the Training:

1. Students should submit the original copy of the rating sheet and a photocopy of a certification of accomplishment.

2. Must submit a narrative report at the placement office.

F. GRADING SYSTEM

Rationale

Philippine education of today needs massive technological, economic, and social changes, a challenge to boost standards of student performances in order to meet the challenges of the society and to have an equipped workforce. The major changes taking place in our economy and society have placed us squarely in the middle of the Information Age. This complex, technologically-dominated, multicultural, constantly changing world demands for higher learning results from school than they have ever produced.

Our system of education goes beyond the vague symbols, labels, and scores used as gauge of students learning and achievement by the traditional system. Instead it emphasizes on and documents the substance of what students have actually learned and can do, and it gives educators, parents, colleges, and future employers a much more accurate picture of student's capabilities. One of the major manifestations of student performance is through its grades as the primary method used by schools to determine students' competence.

However, due to the existing pandemic the world is facing today, many of the school policies have been revisited and altered in order to keep the education system aligned with the transition we are experiencing; one of which is the grading system. The primary goal of changing the grading system of the school is to produce grades that more accurately and appropriately reflect learning achievement considering conditions in which students struggled presently.

For this reason, the school develops this new grading system to efficiently measure the learning progress of the students with the adaptation of flexible learning in the "New Normal".

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GRADING SYSTEM
Effective 1st Sem A.Y. 2020-2021

A. Courses in the Undergraduate Programs	Criteria and Percentage
1. Professional Education, General Education, Mathematics, and Language and Literature Courses *These include the professional education courses in Teacher Education programs, GE courses in all programs, Major courses in BS Math, BSE Math, AB-EL and BSED-English*	Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%**
2. Engineering Programs *These include mathematics, engineering sciences and professional courses in BSCE, BSCpE, BSEE and BSECE.*	***Lecture Only*** Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%** ***Lecture with Laboratory*** Major Exams (Midterm & Finals) - 40% Laboratory Activities - 40% Quizzes and Online outputs/interaction- 20% **Total- 100%** ***Laboratory Only*** Laboratory Experiments/Hands-on Activities- 30% Laboratory Reports/Online Activities - 20% Laboratory Examination -- 50% **Total- 100%**
3. Information Technology Education Programs *These include allied ITE courses and professional courses in BSCS, BSIS and BSIT.*	***Lecture Only*** Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%** ***Lecture with Laboratory*** Major Exams (Midterm & Finals) - 40% Quizzes and Online outputs/interaction - 10% Laboratory Activities - 50% **Total - 100%**

4. Technology Programs *These include the BET, BSIT, BSTM and BSHM Programs under COT and major courses BTVTEd, BTLEd of CTE*	***Lecture Only*** Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%** ***Lecture with Laboratory*** Shopwork/Performance Tasks/ Projects - 60% Major Exams (Midterm & Finals) - 20% Quizzes and Online outputs/interaction - 20% **Total - 100%**
5. Science Courses *These include the major courses in BSE Sciences and BSES programs.*	***Lecture Only*** Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%** ***Lecture with Laboratory*** Major Exams (Midterm & Finals) - 40% Quizzes and Online outputs/interaction - 20% Laboratory Activities - 40% **Total - 100%** ***Laboratory Only*** Summative and Formative Assessments – 40% Laboratory Activities/Online Activities - 50% Project/Field works -10% **Total - 100%**
6. Physical Education Courses *These include the major and four (4) mandated P.E. courses.*	Major Exams (Midterm & Finals) - 30% Quizzes and Online outputs/interaction - 30% Performance Tasks (project /assignment) - 40% **Total - 100%**
7. Agriculture Courses *These include major courses in Agriculture Program.*	***Lecture Only*** Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25% **Total - 100%** ***Lecture with Laboratory*** Laboratory/Work Accomplishments - 60% Major Exams (Midterm & Finals) - 20% Quizzes and Online outputs/interaction - 20% **Total - 100%**

8. Fishery Courses
These include major courses in Fishery Program.
	Lecture Only
	
	Major Exams (Midterm & Finals) - 40%
	Performance Tasks (project /assignment) - 35%
	Quizzes and Online outputs/interaction - 25%
	
	      Total - 100%
	
	Lecture with Laboratory
	Laboratory/Work Accomplishments - 30%
	Major Exams (Midterm & Finals) - 40%
	Quizzes and Online outputs/interaction - 30%
	      Total - 100%

9. Research Courses, Field Study, Practice Teaching	Major Exams (Midterm & Finals) - 40% Quizzes and Online outputs/interaction - 20% Output/Performance Tasks - 40% **Total - 100%**
B. Courses in the Graduate Programs **1. PhEdD, MAED & MA Math Ed**	Major Exams (Midterm & Finals) - 40% Performance Tasks (project /assignment) - 35% Quizzes and Online outputs/interaction - 25%

2. MIE	**Lecture Only**
	Major Exams (Midterm & Finals) - 40%
	Performance Tasks (project /assignment) - 35%
	Quizzes and Online outputs/interaction - 25%
	
	      Total - 100%
	
	Lecture with Laboratory
	Major Exams (Midterm & Finals) - 30%
	Quizzes and Online outputs/interaction - 30%
	Laboratory Activities - 40%
	      Total - 100%

3. MIT	**Lecture Only**
	Major Exams (Midterm & Finals) - 40%
	Performance Tasks (project /assignment) - 35%
	Quizzes and Online outputs/interaction - 25%
	
	      Total - 100%
	
	Lecture with Laboratory
	Major Exams (Midterm & Finals) - 40%
	Quizzes and Online outputs/interaction - 20%
	Laboratory Activities - 40%
	      Total- 100%

SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

REPORT OF RATING

Course Code: **MATH 111**   Descriptive Title: **Calculus 1**

Section: **BSEE/1/A**

"GRADE" must be written in blue/black ink. Failure grades in red. This report is to be made out in duplicate, the original to be submitted to the College Registrar, the duplicate to the Head of Department.

Term: **1st Semester**

Academic Year: **2020-2021**   (DO NOT FOLD THIS SHEET)   Credit: **5.0 units**

No	Name in Alphabetical Order	Midterm	Final	Grade	Remarks
1.	ABODEZO, RHIENO B.	2.8	2.9	2.8	PASSED
2.	ALABA, ROBERT C.	2.7	2.8	2.7	PASSED
3.	AMPER, WARREN STEVEN P.	2.0	2.1	2.0	PASSED
4.	APARICIO, GABRIEL JOSE A.	2.3	2.4	2.3	PASSED
5.	BERNALDEZ, RAYMART H.	2.0	2.1	2.0	PASSED
6.	BUCIO, MARK IVAN S.	1.9	2.0	1.9	PASSED
7.	CADAVOS, ALLEN D.	2.0	2.1	2.0	PASSED
8.	CASCARA, JENEMAR P.	2.0	2.1	2.0	PASSED
9.	CASTROMAYOR, PETER AARON N.	2.0	2.1	2.0	PASSED
10.	DANO, CLIDE DAVE C.	2.8	2.9	2.8	PASSED
11.	DANO, JHON MARK G.	2.7	2.8	2.7	PASSED
12.	FERIL, JESSE RAY L.	2.0	2.0	2.0	PASSED
13.	GALANO, JOMAR .	2.3	2.4	2.3	PASSED
14.	GALIGAO, JETHRO T.	2.3	2.4	2.3	PASSED
15.	GEDE, ROMY P. JR.	2.8	2.8	2.8	PASSED
16.	GINGO, REPSOR JOHN E.	2.3	2.2	2.2	PASSED
17.	HERNANDEZ, JAN IDRUZ S.	2.7	2.6	2.6	PASSED
18.	JAMORA, ANDREA AMOR A.	1.9	1.9	1.9	PASSED
19.	MALUNAS, MARJUN P.	5.0	5.0	5.0	FAILED
20.	MONTALBAN, CELMER D.	2.0	2.0	2.0	PASSED
21.	MONTENEGRO, ANGELO B.	2.3	2.4	2.3	PASSED
22.	MOSCA, HANIVAL L.	2.3	2.4	2.3	PASSED
23.	NOGALIZA, MA. JOVELYN N.	2.8	2.8	2.8	PASSED
24.	OLIVERIO, REZIEL MAE B.	2.3	2.4	2.3	PASSED
25.	PAGAURA, SHIRLEY MAE B.	2.3	2.4	2.1	PASSED
26.	PALEN, SHERWYN ARMAND P.	2.9	2.9	2.9	PASSED
27.	PAÑA, JAVE ALDRICH L.	2.7	2.8	2.7	PASSED
28.	PIODENA, JET M.	2.3	2.4	2.3	PASSED
29.	PLATIL, CLAIRE C.	1.9	1.9	1.9	PASSED
30.	PONDANG, FERMIN II N.	2.7	2.7	2.7	PASSED
31.	REBUTA, ADRIAN HARVEY A.	3.0	3.0	3.0	PASSED
32.	RIVAS, CHRISTOPHER JAY A.	2.0	2.1	2.0	PASSED
33.	SANGLITAN, JOHN RHEX M.	2.0	2.0	2.0	PASSED
34.	SARSALE, KIRK KEVIN R.	2.7	2.8	2.7	PASSED
35.	SILVOSA, KURT DEAN D.	2.0	2.1	2.0	PASSED

SUBMITTED BY: **ENGR. ANDY BONG F. NAVARRO**

NOTED: **ENGR. ROBERT R. BACARRO, MECE, MBA**
Head of Department

NOTE: *Grade must not be changed once the grading sheet is submitted and recorded in the Registrar's Office.*

Date :_____,20____ _____

APPROVED BY:_____
VP for Academic Affairs

Report Generated: 3/9/2021, 2:48:58 PM GS6054

WRITE STUDENTS NAMES BY MAJOR COURSES AND IN ALPHABETICAL ORDER WITH MIDDLE INITIALS
DO NOT WRITE HERE - BINDING SPACE

SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

REPORT OF RATING

Course Code: **MATH 111**   Descriptive Title: **Calculus 1**

Section: **BSEE/1/A**

"GRADE" must be written in blue/black ink. Failure grades in red. This report is to be made out in duplicate, the original to be submitted to the College Registrar, the duplicate to the Head of Department.

Term: **1st Semester**

Academic Year: **2020-2021**   (DO NOT FOLD THIS SHEET)   Credit: **5.0 units**

No	Name in Alphabetical Order	Midterm	Final	Grade	Remarks
36.	SUMANDO, GENESIS C.	2.3	2.2	2.2	PASSED
37.	TADIOSA, FRANCIS JAMES B.	2.3	2.4	2.3	PASSED
38.	TOLIBAS, ARGIE T.	2.0	2.0	2.0	PASSED
39.	VERANO, JELOURENZ A.	2.7	2.8	2.7	PASSED
40.	VIVA, MARK ANTHONY O.	2.0	2.1	2.0	PASSED
41.	ZOZOBRADO, ROJIE MAR G.	2.0	2.1	2.0	PASSED

WRITE STUDENT'S NAMES BY MAJOR COURSES AND IN ALPHABETICAL ORDER WITH MIDDLE INITIALS
DO NOT WRITE HERE - BINDING SPACE

SUBMITTED BY: ENGR. ANDY BONG F. NAVARRO

NOTED: ENGR. ROBERT R. BACARRO, MECE, MBA

Head of Department

NOTE: *Grade must not be changed once the grading sheet is submitted and recorded in the Registrar's Office.*

Date :_____,20____ _____

APPROVED BY:_____

VP for Academic Affairs

Report Generated: 3/9/2021, 2:48:58 PM GS6054

SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

REPORT OF RATING

Course Code: **ES 108**   Descriptive Title: **Fluid Mechanics**

Section: **BSEE/4/A**

*"GRADE" must be written in blue/black ink. Failure grades in red. This report
is to be made out in duplicate, the original to be submitted to the
College Registrar, the duplicate to the Head of Department.*

Term: **1st Semester**

Academic Year: **2020-2021**   (DO NOT FOLD THIS SHEET)   Credit: **3.0 units**

No	Name in Alphabetical Order	Midterm	Final	Grade	Remarks
1.	ARCALA, HOWELL A.	1.5	1.5	1.5	PASSED
2.	BALAEZ, CATHERINE A.	1.5	1.5	1.5	PASSED
3.	BORJA, GENO U.	1.5	1.5	1.5	PASSED
4.	CINCO, GASPAR DALE L.	1.5	1.5	1.5	PASSED
5.	DAGSA, JAYSON D.	1.5	1.5	1.5	PASSED
6.	EVALDEZ, JOHN WAYNE LLOYD T.	1.5	1.5	1.5	PASSED
7.	GABION, JESSA D.	1.5	1.5	1.5	PASSED
8.	GALOLO, NOËL P.	2.0	2.0	2.0	PASSED
9.	LIMOSNERO, NORMAN G. II	1.5	1.6	1.5	PASSED
10.	MONTER, RALPHIE E.	2.0	1.9	1.9	PASSED
11.	MULLANEDA, DANIEL INO O.	1.5	1.7	1.6	PASSED
12.	ONGCAY, RODEL P.	1.6	1.8	1.7	PASSED
13.	OSIAS, NORWEEN L.	2.0	2.0	2.0	PASSED
14.	PA-AS, JENEL C.	1.5	1.6	1.5	PASSED
15.	PARTOS, GUILBERT E. JR.	1.5	1.5	1.5	PASSED
16.	RIVERO, CARLO JOY A.	1.5	1.9	1.7	PASSED
17.	SERRANO, JOSEPH S.	1.6	1.7	1.6	PASSED
18.	VIDAL, ARVIEN M.	1.9	1.9	1.9	PASSED

*WRITE STUDENTS NAMES BY MAJOR COURSES AND IN ALPHABETICAL ORDER WITH MIDDLE INITIALS
DO NOT WRITE HERE - BINDING SPACE*

SUBMITTED BY: **ENGR. ANDY BONG F. NAVARRO**

NOTED: **ENGR. ROBERT R. BACARRO, MECE, MBA**
                     Head of Department

NOTE: *Grade must not be changed once the grading
sheet is submitted and recorded in the Registrar's Office.*

Date :_____,20____ _____

APPROVED BY:_____

VP for Academic Affairs

Report Generated: 3/9/2021, 2:49:39 PM GS6055

SURIGAO STATE COLLEGE OF TECHNOLOGY

"For Nation's Greater Heights"

REPORT OF RATING

Course Code: **EE 108**　　　　　　　Descriptive Title: **EE Safety**

Section: **BSEE/4/A**

"GRADE" must be written in blue/black ink. Failure grades in red. This report is to be made out in duplicate, the original to be submitted to the College Registrar, the duplicate to the Head of Department.

Term: **2nd Semester**

Academic Year: **2020-2021**　　　　(DO NOT FOLD THIS SHEET)　　　　Credit: **2.0 units**

No	Name in Alphabetical Order	Midterm	Final	Grade	Remarks
1.	ARCALA, HOWELL A.	1.5	1.8	1.6	PASSED
2.	CINCO, GASPAR DALE L.	2.0	2.0	2.0	PASSED
3.	DAGSA, JAYSON D.	1.8	1.7	1.7	PASSED
4.	GABION, JESSA D.	1.5	1.7	1.6	PASSED
5.	LIMOSNERO, NORMAN G. II	1.9	2.0	1.9	PASSED
6.	MONTER, RALPHIE E.	1.8	1.6	1.7	PASSED
7.	MULLANEDA, DANIEL INO O.	1.8	1.9	1.8	PASSED
8.	ONGCAY, RODEL P.	2.1	2.2	2.1	PASSED
9.	SERRANO, JOSEPH S.	1.8	1.9	1.8	PASSED
10.	TAMPONG, RENANTE D.	1.8	1.9	1.8	PASSED
11.	TEMPLADO, JOHNLOT A.	2.8	2.0	2.4	PASSED
12.	TOYOGON, ANGELICA L.	1.3	1.3	1.3	PASSED
13.	VIDAL, ARVIEN M.	2.8	2.2	2.5	PASSED

WRITE STUDENTS NAMES BY MAJOR COURSES AND IN ALPHABETICAL ORDER WITH MIDDLE INITIALS
DO NOT WRITE HERE - BINDING SPACE

SUBMITTED BY:　　**ENGR. MARK MARVIN D. PAGLINAWAN**
　　　　　　　　　　　　Guest Lecturer

NOTED:　　**ENGR. ROBERT R. BACARRO, MECE, MBA**
　　　　　　　　　　Head of Department

NOTE: *Grade must not be changed once the grading sheet is submitted and recorded in the Registrar's Office.*

APPROVED BY:＿＿＿＿＿＿＿＿＿＿

VP for Academic Affairs

Date :＿＿＿＿＿＿＿＿＿＿ ,20＿＿ ＿＿＿＿

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