CENTRAL PHILIPPINE UNIVERSITY
ILOILO CITY, PHILIPPINES

Procedure:

1. Accomplish the completion work report in as many carbon copies as necessary, i.e. a copy for each Dean concerned and faculty file.
2. Submit all copies to the Registrar's Office (students are not allowed to hand carry this report).
3. Upon receipt of the Dean's Copy, completion grades should be recorded in the Grade Sheet file.
4. **This form must be accomplished without any erasure/s.**

_____
Date

REPORT ON THE RESULT OF COMPLETION WORK

The following is the result on the completion work in _____,
with stub code _____ for the _____ semester/summer _____ - _____

NAME	COURSE/YEAR	COMPLETION MARK	CREDITS EARNED	DATE OF COMPLETION	REMARKS

☐ **Check if the student is a candidate for graduation**

_____
Instructor's printed name

_____
Instructor's signature

_____
Department Chairman's signature over printed name

_____
Dean's signature over printed name

Received by:

_____
Printed Name over Signature

Date: _____

CPU REG FORM 03
Rev 3 (July 16, 2024)