

CASHIER'S COPY

Reference Number: 20190401-0023

ARDY NARVAEZ UBANOS

Request Fee: 180.00

This is the **Cashier's copy**. Present it to the PUP Main Campus Cashier when you pay the Request Fee.

PUP Cashier

1. Pay at the **Cashier's Office** (Main Building, Ground Floor South Wing)
2. Go to the **Student Records Office** for the Processing of Request/s (Main Building, Ground Floor South Wing)

REGISTRAR'S COPY

Reference Number: 20190401-0023

ARDY NARVAEZ UBANOS

Request Fee: 180.00

GENERAL CLEARANCE: CLEARED

If payment was made to the Cashier's Office, Submit this copy to the Registrar's Office after payment.

This is to certify that ARDY NARVAEZ UBANOS is **CLEARED OF ALL THE PROPERTY AND MONEY ACCOUNTABILITIES** in this Office:

General Clearance CLEARED - No action needed	Clearance
ACCOUNTING OFFICE (Ground Floor, South Wing, Main Bldg.)	CLEARED
INTERNAL AUDIT (Third Floor, South Wing, Main Bldg.)	CLEARED
LEGAL OFFICE (Third Floor, South Wing, Main Bldg.)	CLEARED

Republic of the Philippines
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
Sta. Mesa, Manila

CLIENT'S COPY

Tentative Date of Release: Please check your ODRS
account for request updates and date of release at
odrs.pup.edu.ph

Reference Number: 20190401-0023

ARDY NARVAEZ UBANOS

BACHELOR OF SCIENCE IN FOOD TECHNOLOGY

Admitted: 2012, Graduated: 2016

Request Fee: 180.00

Breakdown of Fees

Item	Qty	Amount
Certification of Subject Description	1	150.00
Documentary Stamp (30 pesos per document)	1	30.00
Total		180.00

Note: Release of document may be delayed due to some technical problem.

Check your Online Document Request Account from time to time for the status of your request.

All requested credentials will be released to the following assigned representatives other than the student/client:

- PARENTS/SIBLINGS/SPOUSE/CHILDREN**- with formal authorization letter duly signed by the student with two (2) valid ID's with picture of both the student/client and the representative and photo copy of the representative's PSA (NSO) Birth Certificate and PSA (NSO) marriage contract for the spouse.
- REPRESENTATIVE OTHER THAN THE IMMEDIATE FAMILY** - with Special Power of Attorney from the student concerned, duly notarized in the country/place of residence and two (2) valid ID's with picture of both

All document requests NOT claimed within 90 days from the due date shall be forfeited.