

☒ COLLEGE LEVEL  
☐ GRADUATE SCHOOL



Republic of the Philippines  
**UNIVERSITY OF RIZAL SYSTEM**  
 Province of Rizal

OFFICE OF THE REGISTRAR  
**STUDENTS' CLEARANCE FORM**

**Campus:** ☐ Angono ☐ Antipolo ☒ Binangonan ☐ Cainta ☐ Cardona  
☐ Morong ☐ Pililla ☐ Rodriguez ☐ Tanay ☐ Taytay

☒ **COLLEGE LEVEL** ☐ **GRADUATE SCHOOL**

**Name of the Student:** Miguel Jullian  
*Last Name First Name Middle Name*

**Student Number:** B2022-0517

**Contact Number:** 09167862754

**Course/Major:** BS in Information Technology

**Year and Section:** BSIT 2-1

**College:** College of Computer Studies

**Academic Year:** 2023-2024

☐ First Sem. ☒ **Second Sem.** ☐ Summer

**Reason for Clearance**

- a. Enrolling ☒  
 b. Graduating ☐  
 c. Transferring ☐  
 d. Others ☐

**Academic Year Last Attended**  
 (for old student returnee) \_\_\_\_\_

NO.	DEPARTMENT	CLEARING OFFICER	SIGNATURE	DATE	REMARKS
1	LABORATORY/SHOP	SAM CALITES NEIL COLADA			
2	LIBRARY	VIVIAN LIRIO			
3	CASHIER	DENISE AN LOPEZ			
4	STUDENT DEVELOPMENT SERVICES	ALDRIN BOCA			
5	CLASS ADVISER	Neil Richard Colada			
6	PROGRAM HEAD	Richelle Go			
7	DEAN	JOY SG. CRUZ			
8	REGISTRAR	LORELIE G. ANTHONY			

*J. Miguel*  
**JULIAN MIGUEL**

STUDENT'S SIGNATURE OVER PRINTED NAME

*(In accomplishing the clearance, please be guided by the instructions at the back.)*

**INSTRUCTIONS:**

1. Secure Student's Clearance Form at the Registrar's Office.
2. Laboratory/Shop in-charge clears the student of accountabilities in terms of utilization of equipment/tools. The laboratory/shop pertained to here are the following: Computer/ICT. Typing, Science, HRM, Fish-Processing.
3. Librarian clears the student of accountabilities in terms of book/s or any other library's information material/s.
4. Cashier clears the student of any financial obligation.
5. Office of Student Development Services clears the student on matters that concern the different units namely Discipline, Guidance and Scholarship, as well as the different student organizations.
6. Class Adviser clears the student of accountabilities concerning classroom maintenance; the class adviser coordinates with the different subject instructors if there are other concerns that need to be settled
7. Program Head checks whether the student has subjected himself to evaluation in the previous semester (enrolment purposes) to ensure that all units required for the program have been met; for graduating, whether the academic requirements have been completed.
8. Office of the Dean clears the student upon confirmation with the Program Head as to the fulfillment of the academic requirements.
9. Registrar checks the form for complete clearance by other relevant departments.
10. This clearance shall be presented to the enrolling officer during enrolment or when claiming for transfer credential, Transcript of Records (TOR), diploma and other certification.

**Note:** *The student needs first to write in full the names of their respective class adviser, program head, and college dean before requesting for their signatures.*