

Republic of the Philippines  
**PAMANTASAN NG LUNGSOD NG MAYNILA**  
(University of the City of Manila)  
General Luna Street corner Muralla Street  
Intramuros, Manila

OUR Form A, Revised Oct. 2017

**STUDENT CLEARANCE FORM (SCF)**

(Reference: University Code 2005, Title VII, Section XL, Articles 287 & 294)

**Jan. 1, 2020**

**Date of Application**

<b>NAME</b>	<b>Student</b> LAST NAME	<b>Student</b> FIRST NAME	<b>Student</b> MIDDLE NAME
<b>STUDENT NUMBER</b>	201800000		
<b>FIRST ENROLMENT IN PLM</b>	First Semester School Year: <b>2020</b> College: <b>CET</b>		
<b>LAST/PRESENT ENROLMENT IN PLM</b>	First Semester School Year: <b>2020</b> College: <b>CET</b>		
<b>SCHOOL, YEAR, GRADUATED &amp; DEGREE</b>	N/A		
<b>PURPOSE OF CLEARANCE</b>	Transfer None		
1. No Pending Case	Office of Student Development and Services		2. No Obligation
3. No Obligation	Accounting Office		University Library
4. No Obligation	College Dean		
5. No Obligation	Office of the University Registrar		

**IMPORTANT INSTRUCTIONS**

To ensure a smooth and expedited processing of clearance, please comply with the following instructions:

- Secure three(3) copies of the Student Clearance Form (SCF) from the (1) Office of the University Registrar (OUR) for Honorable Dismissal **OR** (2) College for Graduating Students.
- Bring your PLM ID and registration for at all times when processing the clearance.
- Return all borrowed books to the University Library.
- Settle all financial liabilities to the Accounting Department
- Submit one (1) copy of the completed clearance form to the Accounting Department, one (1) to the Office of the University Registrar, and the other for personal copy.

**AUTHORIZED OFFICIALS**

**OFFICE**

- Office of Student Development and Services
- University Library
- Accounting Department
- College
- Office of the University Registrar

**AUTHORIZED OFFICIALS**

- Prof. Cecil V. Sabordo
- Ms. Grace M. Mauricio
- Ms. Luzviminda E. Orozco
- College Dean
- Prof. Lalaine A. Isip

Signed:

Chairperson, BSIT