 Republic of the Philippines

 **Cagayan State University**

CSU Lal-lo Compound, Sta. Maria, Lal-lo, Cagayan Valley Philippines

**COUNSELING AND CAREER SERVICES OFFICE**

Attach a

2’x2’ ID

Picture

Student ID Number \_\_\_\_-\_\_\_\_\_\_\_

Course & Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* New Student  Transferee*

* Re-Entry  Shifter*

**INDIVIDUAL RECORD FORM**

Directions: Fill in the form carefully and honestly. The information you give will become your student file in the University. Write legibly and neatly.

**A. PERSONAL DATA**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_

***Last Name First Name Middle Name Nickname***

Sex: \_\_\_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_\_ Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Citizenship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Civil Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ With child Number of child/children: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Without child If married, Name of Spouse: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Religion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Complete Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Boarding House Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Landlord/Landlady/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person to contact in case of emergency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel./Cell No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hobbies/Talents/Interests/Skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe yourself: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. FAMILY DATA**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **FATHER** | | **MOTHER** | | |  |
|  | * Living | * Deceased | * Living | | * Deceased |
| Name: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Tel./Cell No.: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Nationality: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Educational Attainment: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Occupation/Position: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Employer/ Agency: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Working Abroad: | * Yes | * No | * Yes | * No | |
| Marital Status of parents: | * Living together  Separated  Annulled  Widowed * Father w/ another partner Mother w/ another partner | | | | | |

Estimated Monthly Income of Parents:

|  |  |  |
| --- | --- | --- |
| * Below P5,000 * P5,001 to P10,000 | * P10,001 to P15,000 * P15,001 to P20,000 | * P20,001 to P25,000 * P25,001 and above |

Number of children in the family: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student’s birth order in the family: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What languages and dialects do you speak at home? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- |
| Family Structure: | * Nuclear * Extended | Do you belong to  an indigenous group? | * Yes * No | 4P’s beneficiary? | * Yes * No |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Brothers and Sisters**  *(Including yourself, arrange from eldest to youngest)* | **Age** | **School** | **Educational**  **Attainment** | **Employment/ Business Agency** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_  \_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**C. EDUCATIONAL DATA**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **NAME OF SCHOOL** | **YEAR GRADUATED** | **HONORS/AWARDS** |
| Elementary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  High School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Senior High School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   * Strand Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Vocational/Technical: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  College *(if transferee):* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| SHS Average Grade: \_\_\_\_\_\_\_\_\_ % | |
| \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

What subject do you like most? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What subject do you like least? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Who supports you in your studies? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Membership in clubs, fraternities, civic and religious organizations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Are you a left or right-handed? | * Right * Left |

**D. HEALTH DATA**

Do you often get sick?  Yes  No  Seldom  Sometimes  Never

Usual health problems *(You can check more than one)*

|  |  |  |
| --- | --- | --- |
| * Dysmenorrhea | * Heart problems | * Abdominal pain |
| * Headache | * Stomachache | * Seizure disorders |
| * Asthma | * Colds / Flu Others (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  | | |

What physical disabilities are hindering you in your academics & extra-curricular activities?

|  |  |  |
| --- | --- | --- |
| * Visual impairment | * Hearing impairment | * Cleft palate |
| * Physical deformities caused by accident | * Polio * Others (please specify) | * None   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**E. ADDITIONAL PROFILE**

How do you personally recognize and identify yourself?

* Male  Female  Lesbian  Gay  Bisexual  Transgender  Others (specify\_\_\_\_\_\_)*

How do you present/express yourself? *(e.g., the way you dress, behave, etc.)*

* In a masculine manner  In a feminine manner  In a masculine and feminine manner*

What is the gender of the people you are sexually/romantically attracted to?

* Male  Female  Lesbian  Gay  Bisexual  Transgender*

Do you have a scholarship? * Yes  No* Name of Scholarship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I agree and consent that Cagayan State University may use, share and process my personal data for any academic related activities; that the use of which shall be govern by the Data Privacy Act of 2012.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Over Printed Name of Student & Date

**GUIDANCE ACTIVITIES**

1. **PSYCHOLOGICAL RESULTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **PSYCHOLOGICAL TESTS** | **RESULT** | **SCHOOL YEAR OF ADMINISTRATION** | **COUNSELOR'S SIGNATURE** |
| **COLLEGE APTITUDE TEST (CAT)** | Verbal Reasoning: |  |  |
| Abstract Reasoning: |  |  |
| Language Usage: |  |  |
| Numerical Reasoning: |  |  |
| **PSYCHOGEOMETRICS** |  |  |  |
| **COLLEGE ADJUSTMENT SCALE (CAS)** | Anxiety: |  |  |
| Depression: |  |  |
| Suicidal ideation: |  |  |
| Substance Abuse: |  |  |
| Self-esteem: |  |  |
| Interpersonal Problems: |  |  |
| Family Problems: |  |  |
| Academic Problems: |  |  |
| Career Problems |  |  |
| **BAR-ON EMOTIONAL**  **QUOTIENT**  **(BarON EQ)** | Intrapersonal: |  |  |
| Interpersonal: |  |  |
| Stress Management: |  |  |
| Adaptability: |  |  |
| General Mood: |  |  |
| Total EQ: |  |  |
| **MYERS-BRIGGS TYPE INDICATOR (MBTI)** |  |  |  |
| **NEO PI-R** | Neuroticism: |  |  |
| Extraversion: |  |  |
| Openness: |  |  |
| Agreeableness: |  |  |
| Conscientiousness: |  |  |
| **FILIPINO WORK VALUES**  **SCALE (FWVS)** | Environmental: |  |  |
| Familial: |  |  |
| Intellectual-achievement oriented (intact): |  |  |
| Interpersonal: |  |  |
| Managerial: |  |  |
| Material: |  |  |
| Occupational: |  |  |
| Organizational: |  |  |
| Religious: |  |  |
| Variety: |  |  |
|  |  |  |  |

1. **INFORMATION SERVICE**

|  |  |  |
| --- | --- | --- |
| **ORIENTATION & GROWTH SESSIONS** | | |
| **Date** | **Title** | **Counselor’s Signature** |
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| **SEMINARS/ FORUM** | | |
| **Date** | **Title** | **Counselor’s Signature** |
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1. **INTERVIEW SERVICE**

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| --- | --- | --- |
| **Date** | **Type of Interview Service** | **Counselor’s Signature** |
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Guidance Counselor

**PSYCHOLOGICAL TEST RESULTS**

|  |  |
| --- | --- |
| **PSYCHOLOGICAL TESTS** | **RESULT** |
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**Counselor’s Notes:**

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Guidance Counselor