

PROCEDURE:

STEP 1 – Fill-up form  
STEP 2 – Previous Dean  
STEP 3 – Present Dean  
STEP 4 – Guidance  
STEP 5 – Accounting  
STEP 6 – Registrar



# NATIONAL UNIVERSITY REGISTRAR'S OFFICE

## SHIFTING FORM

(Please accomplish in TRIPLICATE)

REG – FO – 042

Revision Status/Date 2 : 06July18



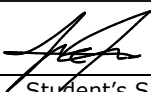



Management  
System  
ISO 9001:2008



www.tuv.com  
ID 9105058822

PLEASE PRINT

Registrar's Copy

<b>STUDENT NAME:</b>			
Villalobos, Mc Stalin D	2019-101722	08/28/2023	3rd Year
<i>Last name, First name Middle initial</i>	<i>Student No.</i>	<i>Date Applied</i>	<i>Year Level</i>
<b>SHIFTING FROM:</b>			
BSIT - MAA	to:	BSIT-MWA	
<i>( Outgoing )</i>		<i>( Incoming )</i>	
<b>REASONS:</b>			
Personal Choice			
 08/28/2023		 ROZEL DAMIAN / 08-28-2023	
<i>Student's Signature / Date</i>		<i>Parent's / Guardian's Signature Over Printed Name / Date</i>	
<b>APPROVED BY:</b>			
<b>Dean ( Outgoing )</b>		<b>Dean ( Incoming )</b>	
 8-28-23		 8-28-23	
<i>Signature Over Printed Name / Date</i>		<i>Signature Over Printed Name / Date</i>	
<b>PROCESSED BY:</b>			
<b>Guidance Counselor</b>	<b>Accounting Cashier</b>	<b>Registrar</b>	
<i>Signature Over Printed Name / Date</i>	<i>Signature Over Printed Name / Date</i>	<i>Signature Over Printed Name / Date</i>	

Revised 03/13/2018

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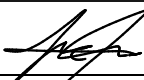

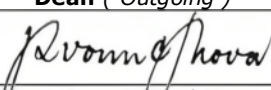
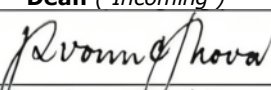
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Accounting's Copy

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<i>Last name, First name Middle initial</i>	<i>Student No.</i>	<i>Date Applied</i>	<i>Year Level</i>
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 8-28-23		 8-28-23	
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Student's Copy

<b>STUDENT NAME:</b>			
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revised 03/13/2018