



**University of the Philippines**  
**UP CEBU**  
**REPORT OF GRADE FOR COMPLETION or REMOVAL**

Name: \_\_\_\_\_ Student number: \_\_\_\_\_  
 Degree Program: \_\_\_\_\_ College: \_\_\_\_\_  
 Course code: \_\_\_\_\_ Units: \_\_\_\_\_  
 Course Title: \_\_\_\_\_ Term: ☐ 1S ☐ 2S ☐ MY ☐ 1T ☐ 2T ☐ 3T  
 Academic Year: \_\_\_\_\_

<b>Original Grade:</b> <input type="checkbox"/> 4 <input type="checkbox"/> INC	<b>Completion/Removal Grade:</b> <input type="checkbox"/> 1 <input type="checkbox"/> 1.25 <input type="checkbox"/> 1.50 <input type="checkbox"/> 1.75 <input type="checkbox"/> 2 <input type="checkbox"/> 2.25 <input type="checkbox"/> 2.50 <input type="checkbox"/> 2.75 <input type="checkbox"/> 3 <input type="checkbox"/> 5 <input type="checkbox"/> P <input type="checkbox"/> F	<b>Date of Completion:</b>  
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\_\_\_\_\_  
 Name and signature of Instructor                      Date                      Name and signature of Department Chair                      Date

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UP Form 13C Copy for College



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 Name and signature of Instructor                      Date                      Name and signature of Department Chair                      Date

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UP Form 13C Copy for Student



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<b>Original Grade:</b> <input type="checkbox"/> 4 <input type="checkbox"/> INC	<b>Completion/Removal Grade:</b> <input type="checkbox"/> 1 <input type="checkbox"/> 1.25 <input type="checkbox"/> 1.50 <input type="checkbox"/> 1.75 <input type="checkbox"/> 2 <input type="checkbox"/> 2.25 <input type="checkbox"/> 2.50 <input type="checkbox"/> 2.75 <input type="checkbox"/> 3 <input type="checkbox"/> P <input type="checkbox"/> F	<b>Date of Completion:</b>  
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 Name and signature of Instructor                      Date                      Name and signature of Department Chair                      Date