



**OFFICE OF THE COLLEGE SECRETARY**  
 College of Social Sciences and Philosophy  
 University of the Philippines Diliman

**EVALUATION FOR GRADUATION**

<b>NAME:</b>				<b>STUDENT NO.</b>	
	Last Name	Given Name	Middle Name	<b>CONTACT NO(S).</b>	
<b>DEGREE PROGRAM:</b>			<b>EMAIL ADDRESS:</b>		

The student is expected to graduate by the end of:

\_\_\_ First Semester AY \_\_\_\_\_ - \_\_\_\_\_  
 \_\_\_ Second Semester AY \_\_\_\_\_ - \_\_\_\_\_  
 \_\_\_ Midyear Term AY \_\_\_\_\_ - \_\_\_\_\_

COURSES THAT STILL NEED TO BE TAKEN IN ORDER TO GRADUATE			
GE Courses	Units	Required Courses	Units
<b>Subtotal</b>			
PE	( )		
NSTP	( )		
		<b>Subtotal</b>	
COURSE(S) WITH REMOVABLE "4" OR "INC"			
Course			Units
<b>Subtotal</b>			
<b>Total Deficiencies:</b>			

GE Course(s) taken and passed that satisfy the Philippine Studies requirement:

\_\_\_\_\_

**Total no. of units:** \_\_\_\_\_

**Evaluator's remarks:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Prepared by:

Date: \_\_\_\_\_

\_\_\_\_\_  
 Signature over printed name of the applicant  
 Date: \_\_\_\_\_

**NOTE: PLEASE FOLLOW THE SCHEDULED DATE OF EVALUATION SO THAT YOU MAY BE INCLUDED IN THE PRIORITY LIST.**

## RULES ON UNDERLOADING OF CANDIDATES FOR GRADUATION WITH HONORS

Students who are candidates for graduation with honors must take not less than 15 units of credit or the normal load prescribed in the curriculum in cases where such normal load is less than 15 units. However, a lighter load may be allowed for justifiable causes, such as health reasons, the unavailability of course(s) needed in the curriculum to complete the full load, there are no more courses to take based on the curriculum, or the fact that the candidate is a working student.

To justify underloading, the submission of pertinent documents to the Office of the University Registrar through the Office of the College Secretary is required as follows:

1. For health reasons: Medical certification that must be validated by the University Health Service
2. For unavailability of course(s): Certification by the Program Adviser and a copy of the schedule of classes
3. For employment: Copy of payroll or appointment papers indicating the duration of employment

It is the responsibility of the student to establish the veracity of the cause(s) of underloading. It is required that documents submitted to establish the cause(s) of the light loading must be sworn to. **These documents must be submitted during the semester of underloading.**

*Conformè:*

\_\_\_\_\_  
Signature over printed name of the student

\_\_\_\_\_  
Date