



Republic of the Philippines
SAINT MICHAEL COLLEGE OF HINDANG, LEYTE, INC.
A. Bonifacio St., Poblacion II, Hindang, Leyte

June 17, 2019

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **SHEILLO G. CATORCE** of Baybay City, Leyte had enrolled in Saint Michael College of Hindang, Leyte, Inc. in Professional Course S.Y. 2018-2019.

This certifies further that she have acquired a Total Units of **eighteen (18)**.

This certification is issued upon his / her request in connection with his / her application and for whatever legal purpose this may serve.


MAYBELLE Y. ALBESA
Registrar



Not Valid w/o
School Seal



Republic of the Philippines
SAINT MICHAEL COLLEGE OF HINDANG, LEYTE, INC
 A. Bonifacio St., Poblacion II, Hindang, Leyte

Office of the Registrar

OFFICIAL TRANSCRIPT OF RECORDS



Last Name CATORCE		First Name SHEILLO	Middle Initial G
Citizenship: Filipino	Sex: Female	Civil Status: Single	
Religion: Roman Catholic	Date of Birth: November 3, 1990		
Place of Birth: Baybay, Leyte			
Parent/Guardian: Mr. & Mrs. Antidio C. Catorce			
Address: Brgy. Igang, Baybay City, Leyte			

PRELIMINARY EDUCATION		ENTRANCE DATA TO COLLEGE
Name of School	School Year	
Primary:		
Intermediate: Igang Elementary School	2002-2003	
Secondary: Baybay National High School	2003-2004	

Course:

Course No.	COLLEGIATE RECORD			GROUP DISTRIBUTION														
	DESCRIPTIVE TITLE			Final	Re-ex	Credits	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
* Franciscan College of the Immaculate Conception, Baybay, Leyte, Inc. *																		
" BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (B.S.B.A.) "																		
2013-2014, 1st Semester																		
MATH	1a	BUSINESS MATHEMATICS	2.2		3													
FIL	1a	KOMUNIKASYON SA AKADEMIKONG FILIPINO	2.0		3													
ACCTG	1	BASIC ACCOUNTING	2.2		6													
ENGL	A+	REVIEW OF ENGLISH GRAMMAR	1.7		(3)													
ENGL	1	COMMUNICATION ARTS 1	1.5		3													
BA	11	PRINCIPLES OF MANAGEMENT	1.9		3													
ECON	1	PRINCIPLES OF ECONOMICS	2.2		3													
PROFCO	1	PROFESSIONAL CONFERENCES 1	1.7		(1)													
NSTP	11	NATIONAL SERVICE TRAINING PROGRAM	1.4		(3)													
PE	1	PHYSICAL FITNESS	1.7		(2)													
THEO	1	FUNDAMENTALS OF FAITH 1 (CREED)	2.1		(3)													
2013-2014, 2nd Semester																		

Grading System:

1.00 - 95 - 100%	1.5 - 90%	2.0 - 85%	2.5 - 80%	3.0 - 75%	Turn to Page 2
1.1 - 94%	1.6 - 89%	2.1 - 84%	2.6 - 79%	5.0 - 74% Below	Inc - Incomplete
1.2 - 93%	1.7 - 88%	2.2 - 83%	2.7 - 78%		W - Withdrawn
1.3 - 92%	1.8 - 87%	2.3 - 82%	2.8 - 77%		Dr - Dropped
1.4 - 91%	1.9 - 86%	2.4 - 81%	2.9 - 76%		NG - No Grade

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Remarks: **FOR BOARD EXAMINATION PURPOSES ONLY**

Date Issued: **January 5, 2019**

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OFFICIAL TRANSCRIPT OF RECORDS

Last Name		First Name		Middle Initial														
CATORCE		SHEILLO		G														
Course No.	COLLEGIATE RECORD DESCRIPTIVE TITLE																	
			Final	Re-ex	Credits	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	
PolSci	4	PHILIPPINE GOVERNMENT AND NEW CONSTITUTION	1.5		3													
Acctg	2a	PARTNERSHIP ACCOUNTING	2.5		3													
ACCTG	2b	CORPORATION ACCOUNTING	2.9		3													
THEO	2	FUNDAMENTALS OF FAITH 2 (COMMANDMENTS)	1.7		(3)													
FIL	1b	PAGBASA AT PAGSULAT TUNGO SA PANANALIKSIK	1.6		3													
NSTP	12	NATIONAL SERVICE TRAINING PROGRAM	1.4		(3)													
PE	2	RHYTHMIC ACTIVITIES	1.7		2													
MATH	1	COLLEGE ALGEBRA	2.3		3													
ENGL	2	COMMUNICATION ARTS II	2.1		3													
BOA	12/34	HUMAN BEHAVIOR ORGANIZATION	1.3		3													
<u>2014-2015, 1st Semester</u>																		
ITE	15L	INTEGRATED APPLICATION SOFTWARE	1.6		3													
LIT	1	PHILIPPINE LITERATURE	1.3		3													
ENGL	5	SPEECH AND ORAL COMMUNICATION	1.4		3													
PE	3	INDIVIDUAL/DUAL SPORTS/GAMES	1.6		2													
BA	21	BUSINESS FINANCE	1.7		3													
BA	22	INTRODUCTION TO HUMAN RESOURCE MANAGEMENT	1.8		3													
NATSCI	1a	BIOLOGICAL SCIENCE (NON-LAB)	1.9		3													
ECON	2	MICRO ECONOMICS	1.3		3													
BA	24	PRINCIPLES OF MARKETING	1.5		3													
THEO	3	SPECIAL PROBLEMS IN ETHICS	1.4		(3)													
<u>2014-2015, 2nd Semester</u>																		
PE	4	TEAM SPORTS/GAMES	1.2		2													
THEO	4	THE SACRAMENTAL THEOLOGY	1.3		(3)													
MATH	4	MATHEMATICS OF INVESTMENTS	1.4		3													
ITE	16L	PRESENTATION SKILLS OF INFORMATION TECHNOLOGY	1.7		3													
HRDM	24	ADMINISTRATIVE OFFICE MANAGEMENT	1.2		3													
PHILO	1	LOGIC	1.1		3													
BA	26	BUSINESS STATISTICS	1.8		3													
SOCIO	1	INTRODUCTION TO SOCIOLOGY W/ FAMILY PLANNING & DRUG ADDICTION	1.5		3													
BOA	4A	BUSINESS COMMUNICATION	1.9		3													
BA	25	TOTAL QUALITY MANAGEMENT	1.8		3													
<u>2015-2016, 1st Semester</u>																		
HRDM	32	RECRUITMENT AND SELECTION	1.6		3													

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Last Name		First Name		Middle Initial														
CATORCE		SHEILLO		G														
Course No.		COLLEGIATE RECORD DESCRIPTIVE TITLE		Final	Re-ex	Credits	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
HIST	7	PHILIPPINE HISTORY: ROOTS AND DEVELOPMENT		1.0		3												
BA	30	SOCIAL RESPONSIBILITY AND GOOD GOVERNANCE		1.0		3												
GUID	1	CAREER GUIDANCE		1.9		3												
HRDM	33	TRAINING AND DEVELOPMENT		1.4		3												
HRDM	34	COMPENSATION AND ADMINISTRATION		1.2		3												
HRDM	31	LABOR LAW AND LEGISLATION		1.3		3												
LAW	1	OBLIGATION AND CONTRACT		2.1		3												
TAX	1	INCOME TAX AND TAX CONSCIOUSNESS		1.8		3												
<u>2015-2016, 2nd Semester</u>																		
HRDM	36	LABOR RELATION AND NEGOTIATION		1.2		3												
HRDM	35	STRATEGIC HUMAN RESOURCE MANAGEMENT		2.1		3												
ACCTG	6	MANAGERIAL ACCOUNTING		2.5		3												
BA	35	ENTREPRENEURIAL MANAGEMENT		1.5		3												
TAX	2	BUSINESS AND OTHER TAXES		1.6		3												
ITE	39L	INTEGRATED APPLICATION SOFTWARE		1.7		3												
RIZAL		LIFE AND WORKS OF RIZAL		1.4		3												
NATSCI	3	EARTH SCIENCE		1.5		3												
LAW	2	PARTNERSHIP AND CORPORATION LAW		1.2		3												
<u>2016-2017, 1st Semester</u>																		
HRDM	41	ORGANIZATIONAL DEVELOPMENT		1.4		3												
HRDM	43	SPECIAL TOPICS IN HUMAN RESOURCE MANAGEMENT (ELECTIVE)		1.6		3												
PROFCOI	2	PROFESSIONAL CONFERENCE 2		1.5		(1)												
FORLANG	1	FOREIGN LANGUAGE 1		1.3		3												
BA	41	GLOBAL/INTERNATIONAL TRADE (ELECTIVE)		1.4		3												
BA	42	FEASIBILITY STUDY (ELECTIVE)		2.2		3												
PSYCHO	7	PERSONALITY DEVELOPMENT		1.7		3												
SOCPHILO	3	PHILOSOPHY OF THE HUMAN RESOURCE		2.3		3												
<u>2016-2017, 2nd Semester</u>																		
BSBA	11	PRACTICUM 300 HOURS W/ NARRATIVE REPORT		1.3		6												
GRADUATED : March 18, 2017 from the Four-Year Business Administration Course leading to the degree of BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (B.S.B.A.), Major in Human Resource Development Management (HRDM),as per Special Order (R-VIII) No. 50-340101-0392, s 2017 dated June 19, 2017																		

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* SAINT MICHAEL COLLEGE OF HINDANG, LEYTE, INC. - Hindang, Leyte * PROFESSIONAL EDUCATION UNITS																
BSED <u>2018-2019, 1st Semester</u>																
Prof Ed	11	Educational Technology 1	1.5		3											
Prof Ed	16	Guidance and Counseling	1.8		3											
Prof Ed	5	The Teaching Professional	2.0		3											
Prof Ed	9	Principles of Teaching 1	2.3		3											
Prof Ed	2	Facilitating Learning	1.4		3											
Prof Ed	10	Assessment of Learning 1	1.7		3											



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