

# Unibersidad ng Pilipinas

Visayas



*Mabuhay!*

*Alinsunod sa mga batas ng Republika ng Pilipinas at batay sa rekomendasyon ng Kolehiyo at pagpapatibay ng Konseho ng Unibersidad, ipinagkaloob ng Lupon ng Rehente kay*

**Eunice D. Balondo**

*na nakatupad sa mga pangangailangan ng itinakdang kurso, ang titulong*

**Bachelor of Arts (Social Sciences), Cum Laude**  
**Psychology**

*Kasama ang lahat ng mga karapatan, karangalan at pribilehiyo, gayundin ang mga obligasyon at pananagutan kaugnay nito.*

*Bilang patunay, nakatatak dito ang sagisag ng Unibersidad at ang mga lagda ng Pangulo, ng Chanselor, ng Kalihim ng Unibersidad at ng Dekano.*

*Ipinagkaloob sa Lungsod ng Tacloban, Pilipinas, sa ika-30 ng Abril ng taong dalawang libo't siyam.*



*Emerlinda R. Roman*  
EMERLINDA R. ROMAN  
Pangulo

*Minda J. Formacion*  
MINDA J. FORMACION  
Chanselor

*Lourdes E. Abadingo*  
LOURDES E. ABADINGO  
Kalihim ng Unibersidad

*Virgildo E. Sabalo*  
VIRGILDO E. SABALO  
Dekano ng UPV Tacloban College



Republic of the Philippines  
Commission on Higher Education



**PRESBYTERIAN THEOLOGICAL COLLEGE**  
6200 Cantil-e Dumaguete City, Negros Oriental  
Tel. No. (035) 421-2754, 522-7647

This is to certify that

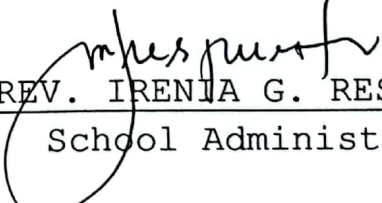
**GARCIA, EUNICE B.**

Has satisfactorily completed the requirements for Continuing Professional Education (CPE) at Presbyterian Theological College, as prescribed by the Commission on Higher Education (CHED) and is therefore awarded this

## Certificate

Signed in Dumaguete City, Philippines, on the 31<sup>st</sup> day of May, 2024.

  
REV. MECHELL M. ALAMBATANG  
Registrar

  
REV. IRENIA G. RESPUESTO  
School Administrator

June 25, 2024

DR. ROSARIO P. ABELA  
Head, Department of Teacher Education  
Visayas State University  
Baybay City, Leyte

Dear Dr. Abela,

I am writing to inform you that I am still currently processing the request for School Records (TOR and Diploma) after finishing the degree Master of Arts in Teaching Social Science at the Leyte Normal University which is expected to be released in 2-3 weeks due to an additional requirement for honorable dismissal from my previous school. Thus, I anticipate providing the said documents to your office on or before July 25, 2024.

I have attached herein my request form with clearance from the Graduate School and the official receipt of payment as proof of the abovementioned transaction.

I hope you will consider my application. Thank you!

Sincerely,



EUNICE B. GARCIA

+639606768054

+639153271127

eبالغarcia@gmail.com





Republic of the Philippines  
**LEYTE NORMAL UNIVERSITY**  
Paterno Street, Tacloban City  
Philippines, 6500 www.lnu.edu.ph



958694

**OFFICIAL RECEIPT N°**

FUND: GF-STF

DATE: 06/18/2024 10:19 am

PAYOR: 1002458 - BALONDO, EUNICE D.

NATURE OF COLLECTION	CODE	AMOUNT
Summer 2023		
Documentary stamp		60.00
Diploma - Graduate		250.00
Transcript - Masteral		150.00
--- nothing follows ---		
Balance: 0.00		460.00

**TOTAL AMOUNT PAID**

AMOUNT IN WORDS BY PESOS ONLY

MODE OF PAYMENT: 500.00  
☐ CASH  
☐ CHECK NO. \_\_\_\_\_  
☐ BANK NAME \_\_\_\_\_  
☐ BRANCH \_\_\_\_\_  
☐ DATE \_\_\_\_\_

RECEIVED THE AMOUNT  
STATED ABOVE:

JOSELINE C. ABOY

**N° 0958694**

CASHIER

40.00

NOTE: Write the number and date of receipt at the back of the check or money order received





Republic of the Philippines  
Leyte Normal University  
Tacloban City  
OFFICE OF THE REGISTRAR

Handwritten note: *Hand for P. 12/13/14 An 6:00*

### REQUEST FOR STUDENT RECORDS

#### PROCEDURE:

- Secure Application Form at the Registrar's Office.
- Fill out Application Form.  
**Note:** For new applications and Graduate School Students, form must bear signatures from the following units for clearance purposes:  
a. VP for Student Dev't & Aux. Services/Grad. School Dean b. Undergrad/Grad. School Library c. Accounting  
For renewal of TOR in the Undergrad Level with purposes other than for Further Studies, only the signature of the Accounting Staff is needed.
- Pay at the Cashier.
- Submit duly accomplished Application Form at the Registrar's Office window.

#### Requirements in Claiming Transcript of Records, Diploma and Certificates:

- Official Receipt
- Valid ID
- \*Additional Requirements if documents are claimed by a representative:
  - Valid ID of the representative.
  - NOTARIZED Authorization Letter (to sign/to get/to claim the document requested)
- Transcript of Records/Certificates not claimed within sixty (60) days will be shredded.  
Thank you.

#### For the Registrar's Office:

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

Received by: \_\_\_\_\_

#### For the Claimant:

Received by: \_\_\_\_\_

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

### PERSONAL DATA

Please read above procedure before filling this out.

NAME OF STUDENT: GARCIA EUNICE BALONDO  
Last Name First Name Middle Name Maiden Name (for married female applicants)  
Student #: \_\_\_\_\_ Date of Birth: NOV. 27, 1988 Place of Birth: BORONGAN, EASTERN SAMAR  
Citizenship: FILIPINO Civil Status: MARRIED Religion: CHRISTIAN  
Name of Father: EDMUNDO OSCAR BALONDO Name of Mother: ARSENIA DE LOS SANTAS BALONDO  
Name of Spouse: BERNARD IBERO GARCIA  
Permanent Address: BLK 1 LOT 4 PHASE 6 VLG. SUBD. TACLOBAN CITY  
Contact No. 0915 3271127 Email Address: e.balgarcia@gmail.com

#### Educational Background:

Elementary: ESL4 - Salcedo Blm. Laboratory School Year Graduated: 2001  
High School: ESL4 - Salcedo Laboratory High School Year Graduated: 2005  
Tertiary: University of the Philippines - Tacloban Year Graduated: 2009  
Graduate: Leyte Normal University Year Graduated: 2024

#### REQUEST FOR: (Please check appropriate box)

☒ Transcript of Records

#### Level:

☒ For Employment

☒ Graduate

☐ Undergraduate

#### Type of Application:

☒ New ☐ Renewal

☐ For Further Studies

☐ Others (specify) \_\_\_\_\_

☐ Certification (specify) \_\_\_\_\_

☒ Diploma

COURSE: Master of Arts in Teaching  
First attendance in this institution: SY 2010-2011  
Number of semesters and summers: \_\_\_\_\_

MAJOR/SPECIALIZATION: Social Science  
Last attendance: SY 2023-2024 SEM 2  
Date of Graduation: JUNE 14, 2024

**Privacy Notice:** Once deemed valid, all information from this application will be used by LNU to process your application pursuant to the Data Privacy Act of 2012 and the Freedom Information Executive Order No. 2, safeguarding disclosure and sharing of all personal and sensitive information that the university collects, retains, gathers, and process and to pursue legitimate interests for basic administration and instruction as an educational institution.

#### I declare that:

- The information provided in the request form is complete and correct;
- I agree to the Privacy Notice;
- I have presented at least one (1) valid ID to establish proof of my identity

I understand that it is an offense to give misleading information about my identity, and that doing so may result in a decision to refuse to process my application for any document.

EUNICE B. GARCIA  
Student's Signature over Printed Name  
Date: JUNE 13, 2024

### CERTIFICATE OF CLEARANCE

1. Solomon D. Piller, Jr., DM-HRM  
VP for Student Dev't & Aux. Services / Grad. School Dean

2. LUTVIERDA F. ALCOBER  
Library - Undergraduate / Graduate

3. C. 2/18/24  
Accounting

Amount: P4601  
O.R. No.: 258194  
Date: 2/18/24  
Cashier's Initial: [Signature]