



University of San Jose - Recoletos

Office of the Registrar

Magallanes St., Cebu City, 6000 Philippines

☎ (+6332) 253-7900 local 260-264

✉ registrar@usjr.edu.ph



PAASCU ACCREDITED

OFFICIAL TRANSCRIPT OF RECORDS

OLAIS

(Last Name)

GIEBERT

(First Name)

GORDUIZ

(Middle Name)

PERSONAL DATA

Date of Birth : **April 26, 1992**

Place of Birth : **Sogod, Southern Leyte**

Religion : **Roman Catholic**

Parent : **Mr. Gilbert D. Olais**

Address : **San Ramon, Bontoc 6604 Southern Leyte**
Cell #: **0930-0695872**

Email Address : **gboyolais24@gmail.com**

Gender : **Male**

Civil Status : **Single**

Citizenship : **Filipino**

ACR No :

Date Issued:



PRELIMINARY EDUCATION

Elementary : **Bontoc Central School**

Secondary : **Southern Leyte State University**

Entrance Credential(s) to College: **F137-A, F138**

Year Completed: **2004-2005**

Year Completed: **2008-2009**

[GRADING SYSTEM]

| GRADE | | EQUIVALENT | INDICATION |
|-----------|----|---------------|--|
| 1.0 | A+ | 100 - 95% | Excellent |
| 1.1 - 1.5 | A | 94 - 90% | Superior |
| 1.6 - 2.0 | B+ | 89 - 85% | Very Good |
| 2.1 - 2.5 | B | 84 - 80% | Good |
| 2.6 - 2.9 | B- | 79 - 76% | Fair |
| 3.0 | C | 75% | Passed |
| 3.1 - 4.0 | | | Conditioned (valid for prelim and mid-term only) |
| 5.0 | C- | 74% and below | Failed |
| W | | | Withdrawn |
| NC | | | No Credit |
| INC | | | Incomplete |

One unit credit is one hour lecture or recitation each week for a total of 18 weeks in one semester. Three hours of laboratory work, drafting, shopwork, or field work each week is equivalent to one unit of credit.

The semestral average grade of a student is obtained by multiplying the number of units assigned to a course by the grade earned. The sum of the products is divided by the total number of units earned by the student for the semester.

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| Course No. | Descriptive Title | Final Grade | Removal Grade | Credit Units |
|--------------------------------|--|--------------------------------------|---------------|--------------|
| <u>B.S.A. - 1</u> | | <u>1st Semester 2009-2010</u> | | |
| Acctg 1 | Fundamentals of Accounting | 2.20 | | 6.0 |
| CWTS 11 | Civic Welfare Training Services 11 | 1.10 | | 3.0 |
| Econ 1 | Principles of Economics with Taxation, Agrarian Reforms and Cooperatives | 1.20 | | 3.0 |
| English 1 | Study and Thinking Skills | 1.90 | | 3.0 |
| Finance 1 | Introduction to Finance & Philippine Financial System | 1.80 | | 3.0 |
| Guidance 1 | Adjustment to College Life (Phase I) | 1.10 | | 0.0 |
| Math 1 | College Algebra | 1.90 | | 3.0 |
| P.E. 1* | Physical Fitness | 1.30 | | 2.0 |
| ReEd 1 | Renewal of Christian Faith | 1.40 | | 3.0 |
| <u>BSBA General - 1</u> | | <u>2nd Semester 2009-2010</u> | | |
| BA 1 | Introduction to Business | 1.30 | | 3.0 |
| CWTS 12 | Civic Welfare Training Services 12 | 1.40 | | 3.0 |
| English 2 | Writing in the Discipline | 2.40 | | 3.0 |
| Guidance 2 | Adjustment to College Life (Phase 2) | 1.40 | | 0.0 |
| HRD 1 | Principles of Management | 1.70 | | 3.0 |
| KB 1 | Basic Keyboarding & Word Processing | 1.40 | | 3.0 |
| Law 1 | Obligation & Contracts | 2.00 | | 3.0 |
| Nat Sci 1 | Earth Sciences w/ Wise Conservation & Utilization of Natural Resources | 1.30 | | 3.0 |
| P.E. 2* | Rhythmic Activities | 1.60 | | 2.0 |
| ReEd 2 | The Sacraments | 1.30 | | 3.0 |
| <u>BSBA General - 2</u> | | <u>1st Semester 2010-2011</u> | | |
| Acctg B | Partnership Accounting | 1.50 | | 3.0 |
| CS A1 | IT Fundamentals, Excel & Power Point | 1.30 | | 3.0 |
| English 3 | Speech Improvement and Oral Communications | 1.60 | | 3.0 |
| Law B | Negotiable Instruments | 2.00 | | 3.0 |
| Lit 1 | The Literatures of the Philippines | 1.90 | | 3.0 |
| Math B | Mathematics of Investment | 1.20 | | 3.0 |
| Nat Sci 2 | Biological Sciences w/ Human Ecology & Family Planning | 1.40 | | 3.0 |

Purpose : **For Employment**

Page 1 of 3

Date Issued : **December 2, 2016**

Checked By : **Rolando S. Mantalaba**

Prepared By : **Allan B. Marquez**

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| <u>BSBA General - 2</u> | | | | |
| <u>1st Semester 2010-2011</u> | | | | |
| P.E. 3* | Individual/Dual Sports/Games | 1.10 | | 2.0 |
| ReEd 3 | The Creed | 1.50 | | 3.0 |
| <u>BSBA General - 2</u> | | | | |
| <u>2nd Semester 2010-2011</u> | | | | |
| Acctg C | Corporation Accounting | 1.50 | | 3.0 |
| BA 10 | Marketing Management | 1.70 | | 3.0 |
| BA 2 | Business Opportunities I | 1.40 | | 3.0 |
| BA 7 | Human Behavior in Organization | 1.20 | | 3.0 |
| Ent 1 | Entrepreneurial Management | 1.30 | | 3.0 |
| HRD 2 | Human Resource Management | 1.50 | | 3.0 |
| Mktg 1 | Principles of Marketing | 1.90 | | 3.0 |
| P.E. 4* | Team Sports/Games | 1.00 | | 2.0 |
| ReEd 4 | Christian Morality | 1.70 | | 3.0 |
| <u>BSBA General - 2</u> | | | | |
| <u>Summer 2011</u> | | | | |
| BA 3 | Business Opportunities II | 1.20 | | 3.0 |
| BA 4 | Management Information System | 1.70 | | 3.0 |
| BA 9 | Pricing Policies and Practices | 1.60 | | 3.0 |
| <u>BSBA General - 3</u> | | | | |
| <u>1st Semester 2011-2012</u> | | | | |
| BA 11 | Business Plan 1 | 1.90 | | 3.0 |
| BA 5 | Business Ethics and Social Responsibility and Good Governance | 1.40 | | 3.0 |
| Ent 2 | Entrepreneurial Behavior | 1.70 | | 3.0 |
| Filipino 1 | Komunikasyon sa Akademikong Pilipino | 1.10 | | 3.0 |
| Math C | Quantitative Analysis in Business | 1.40 | | 3.0 |
| Mktg 3 | Professional Salesmanship | 1.20 | | 3.0 |
| Philo 1 | Logic | 1.50 | | 3.0 |
| Pol Sci 1 | Politics and Governance (with Philippine Constitution) | 1.00 | | 3.0 |
| <u>BSBA General - 3</u> | | | | |
| <u>2nd Semester 2011-2012</u> | | | | |
| BA 12 | Business Plan II | 1.30 | | 3.0 |
| BA 13 | Production and Operation Management | 1.60 | | 3.0 |

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|--------------------------------|--|--------------------------------------|---------------|--------------|
| <u>BSBA General - 3</u> | | <u>2nd Semester 2011-2012</u> | | |
| BA 14 | Total Quality Management | 1.30 | | 3.0 |
| Econ 2B | Microeconomics | 2.10 | | 3.0 |
| Filipino 2 | Pagbasa't Pagsulat tungo sa Pananaliksik | 1.10 | | 3.0 |
| HRD 8 | Labor Laws and Labor Relations | 1.20 | | 3.0 |
| Law C | Partnership & Corporation Laws | 1.50 | | 3.0 |
| Math D | Business Statistics with Demography | 1.50 | | 3.0 |
| <u>BSBA General - 4</u> | | <u>1st Semester 2012-2013</u> | | |
| BA 15 | Business Plan Implementation 1 | 1.10 | | 6.0 |
| BA 16 | Strategic Management | 1.60 | | 3.0 |
| BA 21 | Special Topics in BA | 1.50 | | 3.0 |
| English 7 | Business English Correspondence | 1.80 | | 3.0 |
| Psych 1 | General Psychology | 1.40 | | 3.0 |
| Rizal | Life, Works & Writings of Dr. Jose Rizal | 1.20 | | 3.0 |
| Tax A | Income Taxation | 1.30 | | 3.0 |
| <u>BSBA General - 4</u> | | <u>2nd Semester 2012-2013</u> | | |
| BA 17 | Business Plan Implementation II | 1.50 | | 6.0 |
| BA 18 | Business Policy | 1.30 | | 3.0 |
| BA 22 | System Application Program | 1.80 | | 3.0 |
| Finance 4 | Financial Management | 1.00 | | 3.0 |
| Tax B | Business & Other Taxes | 1.70 | | 3.0 |

GRADUATED - CUM LAUDE

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

(BSBA General)

March 16, 2013

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EXEMPTED FROM

SPECIAL ORDER

*** ENTRIES BELOW THIS LINE ARE CONSIDERED NULL AND VOID ***

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Page 3 of 3

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PAASCU ACCREDITED

April 6, 2017

TO WHOM IT MAY CONCERN:


This is to certify that **MR. GIEBERT G. OLAI**s graduated from this University with the degree of **BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (BSBA GENERAL) "CUM LAUDE"** on **March 16, 2013**.

This is to certify, further, that he is exempted from the requirement of Special Order (S.O.) for graduation having graduated from the University of San Jose-Recoletos, a PAASCU-accredited Private Higher Education Institution with **Full Autonomy Status** granted by the Commission on Higher Education (CHED) in accordance with Republic Act (RA) 7722 otherwise known as the Higher Education Act of 1994.

Furthermore, this is to certify that the exemption from S.O. requirement granted to accredited courses of study was mandated by Batas Pambansa Blg. 232, otherwise known as the Education Act of 1982, as implemented by MECS Order No. 36, series of 1984.

Finally, this is to certify that the UNIVERSITY OF SAN JOSE-RECOLETOS uses **ENGLISH** language as the medium of instruction in majority of its academic undertakings.

This certification is issued upon request for **employment** purposes.


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