**INSTRUCTIONS**

To the Applicant:
A. Please write your name above using ink.
B. Give this form to your High School Principal.
C. You understand that the information provided here will be used for evaluation purposes of the Committee on Admission. Hence, it will not be made available to you.

To the Principal:
A. The student whose name appears above is applying to the Loyola Schools of the Ateneo de Manila University. Please fill out this form accurately and completely.
B. The information about rank is extremely important. Please do not omit your answer for this part.
C. After filling out this form, please email the filled out form directly to onlineapplications.ls@ateneo.edu.
D. Countersign erasures and corrections made. All information will be kept confidential. Thank you for your assistance.

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**SECONDARY SCHOOL RECORD**

<table>
<thead>
<tr>
<th>GRADE LEVEL</th>
<th>ENGLISH</th>
<th>FILIPINO</th>
<th>MATH</th>
<th>SCIENCE</th>
<th>SOCIAL STUDIES</th>
<th>GENERAL AVERAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gr. 9</td>
<td>(20_   to 20_)</td>
<td></td>
<td></td>
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<tr>
<td>Gr. 10</td>
<td>(20_   to 20_)</td>
<td></td>
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</tr>
<tr>
<td>Gr. 11</td>
<td>(20_   to 20_)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*(Please attach certified true copy of the applicant’s GRADE 11 REPORT CARD/s.)*

1. Is the applicant eligible to apply for college? ________________
   If yes, please check one:
   [ ] The applicant is currently on his/her last year of secondary education.
   [ ] The applicant has already finished his/her last year of secondary education.

2. Track and Strand *(Do not omit this.)*
   a. Track: ________________
   b. Strand: ________________

3. Rank *(Do not omit this.)*
   a. Rank of applicant in strand: ________________
      Number of students in same strand: ________________
   b. Rank of applicant in whole Grade 11 batch: ________________
      Number of students in whole graduating batch: ________________

4. Type of School
   [ ] Public
   [ ] State University
   [ ] Science-Oriented
   [ ] Private Sectarian
   [ ] Private Non-Sectarian

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**PRINCIPAL’S RECOMMENDATION**

5. Please check if the applicant is a candidate for:
   [ ] Valedictorian
   [ ] Salutatorian
   [ ] Honorable Mention
   Other honors *(please specify)*: ____________________

6. Has the applicant been involved in any serious disciplinary case (e.g., cheating, stealing, fighting)?
   [ ] YES  [ ] NO
   If yes, please state the offense, date and penalty and give your assessment of the student at present. Use a separate sheet, if needed.

7. Has the applicant failed any subject/s at the end of any year level in high school?  [ ] YES  [ ] NO
   If yes, please specify the year level, subject and grade obtained.

8. Has the applicant ever repeated a year level in high school?  [ ] YES  [ ] NO  Which year level/s? ____________________

9. Is the applicant under your high school’s home school program?  [ ] YES  [ ] NO  [ ] Not Applicable

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Accomplished by: ____________________
Signature: ____________________
Position: ____________________
Name of Principal: ____________________
(If not the same as above)
Date Signed: ____________________

Official Name of School: ____________________
Complete Address: ____________________
Contact Number/s: ____________________