



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON

Correction of School Entries Checklist

Name: _____

School: _____

- Original Birth Certificate from the Philippines Statistics Authority (PSA)
- Original or Certified True Copy of Form 137;
- Original or Certified True Copy of Diploma
- Indorsement from schools for correction of school entry/ies or Certification from the school as to the date of graduation;
- Letter of request for correction of school entry/ies by the applicant or by the parent/guardian or Original Affidavit of Discrepancy of the Applicant;

Address to: THE REGIONAL DIRECTOR
 DepEd Region IV-A

- Joint Affidavit of two (2) disinterested persons (friends or neighbors, not relatives);
- PSA Negative Result (discretionary).

NOTE: Please bring one (1) set of photocopy of all the requirements together with the original.

Evaluated by: _____



Address: Gate 2, Karangalan Village, Cainta, Rizal
 Telephone No.: 02-8682-2114
 Email Address: region4a@deped.gov.ph
 Website: depedcalabarzon.ph



DEPED-4A-GFO131601



Certificate No. PHP QMS
 22 93 0085



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