

Republic of the Philippines
Department of Education
REGION

District/School _____

EQUIVALENT RECORD FORM

Name: _____ Date of Birth: _____
(Surname) (Given) (M.I.)

Employee No: _____ Authorized Position Title: _____

Item Mo: _____ P.D. No. _____ Authorized Salary: _____

I Educational Attainment and Civil Service Eligibility

Title, Degree or Highest Attained	Name of Institution	Year Received	Civil Service Examination	Rating	Date

II. Service Record ATTACHED DULY CERTIFIED SERVICE RECORD

III. Equivalent Units

- A. Total No. of years teaching (Public only) _____
- B. Degree to degree equivalent (present degrees) _____
- C. Areas Equivalent
- | | School Year | No. of Units | Descriptions |
|--------------------------------------|-------------|--------------|--------------|
| 1. Professional Study | _____ | _____ | _____ |
| 2. Teaching Experience | _____ | _____ | _____ |
| a. Public school | _____ | _____ | _____ |
| b. Private school | _____ | _____ | _____ |
| 3. Adm. Supervisory Experience | _____ | _____ | _____ |
| a. Public school | _____ | _____ | _____ |
| b. Private school | _____ | _____ | _____ |
| 4. Others (seminars, workshop, etc.) | _____ | _____ | _____ |
| TOTAL | _____ | _____ | _____ |

LATEST EFFICIENCY RATING: _____

RECOMMENDING APPROVAL: _____

Principal

Teacher's Signature

NOTE: Teachers do not write below

IV. Division Action Classification	Date Processed	Range Assignment	Salary Ranged	Scheduled Salary	Remarks

Recommending Approval: _____

Certified Correct: _____

Schools Division Superintendent

Administrative Officer V

V. DEPED Regional Office Action

Classification: _____

Date of approval/processed _____

Range _____

Post Audited Range _____

(for future reference) _____

Regional Director

Evaluator

PROPER ACTION _____