



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OF PASAY CITY
PASAY CITY SOUTH HIGH SCHOOL
Piccio Garden, Villamor Airbase, Pasay City

Office of the Principal

AFFIDAVIT OF UNDERTAKING

I, _____ of legal age, a resident of
Name of Parent/Guardian

_____ of
Address
and the parent/guardian of _____
Name of Learner

hereby signs this document freely and with full undertaking of its contents.

The present circumstances are:

1. I choose to enroll my child at _____
Name of School
2. I certify that my child was previously enrolled at _____
and passed the grade level of _____.
Name of Previous School
3. Due to _____, I cannot submit the transfer
credentials of my child to this school.
4. I understand that my child shall be temporarily enrolled because I have not
submitted the required credentials.

With these circumstances, I undertake to:

1. Do what is legally permissible for the release of the credentials of my child from the
previous school.
2. Submit the transfer credentials of my child on or before _____.
3. I agree that the official record from this school shall only be released until the
submission of school credentials from the previous school.
4. I understand that the school shall only issue a temporarily progress report card
signed by the adviser to monitor the progress of my child that it is inadmissible for
transfer and enrollment purposes.

Without the transfer credentials of my child I fully understand that:

1. My child is only temporarily enrolled.
2. My child cannot be officially promoted to a higher-grade level.
3. My child cannot officially graduate from this school.
4. Should my child attain the qualifying average and other criteria for academic
honors, he/she will not be recognized.

With all the foregoing, I shall hold free from any liability, whether civil, criminal or
administrative, DepEd Personnel who are involved in the acceptance and enrollment of my
child, and the enforcement of any law or rule and the obligations provided in this document.

Attested this _____ day of _____ at _____.

Signature Over Printed Name of Parent/Guardian



Address: Piccio Garden, Villamor Air Base, Pasay City
Telephone Number: 83593994 / 85330886
E-mail Address: 305370@deped.gov.ph