**DEPARTMENT OF PUBLIC SCHOOLS**

**DIVISION OF ABRA**

**Bangued**

**TEACHER APPLICANT FOR PERMISSION TO DO OUTSIDE STUDY**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_Position Sex\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of School where employed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Barrio\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_District \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Distance in kilometres of the school to college \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No. of hours or minutes spend in traveling from station to college \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade or subject taught \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of dismissal in P.M. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and location of college or school \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Summer Term \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course to be taken and schedule of classes:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Courses** |  |  **Days of Week** |  | **Hours of the Day** |  | **No. of Units** |
|  |  |  |  |   |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Credits or units earned…………………… |  | **BEEd** |  | **BSE** |  | **M.A.** |  | **DOCTORAL** |
| ­Total number of units previously earned |  |  |  |  |  |  |  |  |
| Number of units to be earned this quarter, Semester, Summer |  |  |  |  |  |  |  |  |

I hereby certify that I have carefully read Circular No. 17, s. 1960, dated June 20, 1960 “REGULATIONS OF TEACHERS”, and the instructions given on the reverse side hereof, all the provisions of which I am bond to observe strictly. I shall submit to the Schools Division Superintendent, through channels, certified true copy of the report of rating I shall obtain in the course during the semester including the number of units earned. I understand that my efficiency as a teacher is adversely affected, the permission will be revoked. I shall follow strictly the maximum study load. I also know that I shall not be late in returning to my station for my daily work. I shall attend to my study not earlier than 30 minutes after the intended primarily to safeguard my health as well as maintain my efficiency in the educational service.

Date Submitted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of Applicant

**APPROVAL RECOMMENDED:**

 I, the undersigned, certify that the applicant is doing satisfactory work with an efficiency rating of “Above Average” (85-94%) or higher, that I shall be held strictly responsible for any undue delay in forwarding the application to the Superintendent if the application is filed on time; that I shall recommend the revocation of this permission if the applicant violates any or all the regulations given in Circular No. 17, s. 1960.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Principal/Head Teacher

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 District Supervisor

**……………………………………………………………………………………………………………………………………**

**PERMIT NO.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**APPROVED:**

This permit expires on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ S.Y. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By:

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Schools Division Superintendent