

Republika ng Filipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON AT KULTURA
(MINISTRY OF EDUCATION AND CULTURE)
Maynila

February 19, 1980

MEC M E M O R A N D U M
No. 40, s. 1980

SUBMISSION OF SPECIMEN SIGNATURES, LISTS OF
GRADUATES AND APPROVED CURRICULAR OFFERINGS

To: Presidents/Heads, State Colleges and Universities

1. In order to facilitate the certification and/or authentication of records of graduates of chartered state colleges and universities such as diplomas and transcripts of records for employment purposes either abroad or locally, the following lists are requested:

- a. List of officials authorized to sign diplomas, transcript of records, etc., with their corresponding specimen signatures.
- b. List of graduates for every given year starting First Semester SY 1974-1975 and indicating opposite each graduate any honor or citation obtained such as CUM LAUDE, MAGNA CUM LAUDE or SUMMA CUM LAUDE and the like.
- c. List of curricular offerings/courses duly authorized/approved by the Board of Trustees/Regents or by the Ministry of Education and Culture.

2. Notwithstanding the fact that similar lists may have already been submitted to this Office by virtue of a previous Memorandum or Order, it is requested that the lists specified above be prepared for this special purpose and submitted to this Office on or before March 31, 1980.

(SGD.) ONOFRE D. CORPUZ
Minister of Education and Culture

Reference:
None

Allotment: 2--(D.O. 1-76)

To be indicated in the Perpetual Index under the following subjects:

BOARD or COUNCIL
GRADUATES

OFFICIALS
UNIVERSITIES and COLLEGES