



Republic of the Philippines
Department of Education
Region VIII-Eastern Visayas
SCHOOLS DIVISION OFFICE OF BILIRAN
Larrazabal, Naval, Biliran



APPLICATION FOR PERMIT TO STUDY

Name of Applicant: **BERNARDO G. BIAG** Position: **TEACHER I**
Civil Service Eligibility: **LET** Civil Status: **SINGLE**
Name of School/Office where employed: **MARIPIPI NVS** Barangay **HAGONOY**
Municipality: **MARIPIPI** Status of Appt.: **PERMANENT**
Distance in kms between official station and school where enrolled: **50 km**

BILIRAN PROVINCE STATE UNIVERSITY, NAVAL, BILIRAN

Name and Location of School

Course Applie for: **MAEd-INDUSTRIAL EDUCATION**
Academic Year: **2025-2026** Qtr./Sem./Summer: **1ST SEMESTER**

Course to be taken this term and schedule:

COURSE	DAY OF THE WEEK	HOURS OF THE WEEK		
Thesis Writing A	Saturday & Sunday	8:00 a.m. – 11:00 a.m.		
Credits or Units towards	BSE	MA	EdD./PhD.	
Total No. of Units previously taken:	___	<u>36</u>	___	
No. of Units to be earned this Qtr./Sem./Summer:	___	<u>6</u>	___	

I hereby certify that I have carefully read the instructions and undertakings on the Back page of this form, all the provisions of which I am bound to observe very strictly, I understand that the regulations on the outside study of teachers are intended to primarily safeguard the health of teachers as well as to maintain their efficiency in the service. I also understand that if in the opinion of the Schools Division Superintendent this study will adversely affect my effectiveness & efficiency as a teacher/school head/employee this permission to study shall be revoked.

Signature of Applicant

APPROVED:
This permit expires on: _____
Date: _____
Permit No. _____

ROBERTO N. MANGALIMAN, CESO VI
Schools Division Superintendent

APPLICATION FOR PERMISSION

INSTRUCTION AND UNDERTAKING

1. Application for permit to study in five copies must reach the office not later than one (1) Month before the start of the actual classes.
1. The Teacher applicant must be doing very satisfactory work as evidence by his/her performance rating which is “VERY SATISFACTORY”.
2. The permit is given to the applicant and the same is valid for one (1) school year.
3. After each semester every teacher granted permission to study should submit to the Superintendent’s office, through channels, a certified true copy of the report on the ratings he/she obtained in the course which he/she took during the semester including the number of units earned. In addition, as soon as he/she finished a specific curricular towards a degree he/she should submit a complete set of his/her transcript of grades and special order to the Superintendent through his/her immediate superior for validation and verification and for use in her ERF upgrading or future promotion and other personnel action.