

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

**THE PRINCIPAL / REGISTRAR**

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

Dear Sir Madam:

Greetings!

The Valedictorian and Academic Scholarship of La Salle Bacolod under the Admissions and Scholarships Administration Office (ASAO) is now accepting applicants for A.Y. 2024-2025. One of the requirements is the Certificate of Ranking indicating the ranking of the student over the total number of graduates.

In line with this, may we ask you to fill up some details below:

Name of Student-Applicant: \_\_\_\_\_ Strand: \_\_\_\_\_  
Ranking of the Student (across all strand): \_\_\_\_\_ Total Number of Graduates: \_\_\_\_\_  
GWA for the 1<sup>st</sup> and 2<sup>nd</sup> semesters: \_\_\_\_\_ Year Graduated: \_\_\_\_\_ - \_\_\_\_\_

Name of Principal/Registrar: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Telephone number or email address: \_\_\_\_\_

Signature: \_\_\_\_\_

May we further ask that this be given back to the student in an envelope, sealed and countersigned on the flap?

We appreciate your time in filling up this form and hope that the applicant will be one of our Valedictorian or Academic scholars next Academic Year.

Thank you.

Respectfully yours,

  
**MS. JENNIFER D. PABALINAS, MBA**  
Director, ASAO