



**University of San Carlos
Cebu City**

Office of the Registrar

USC-STC Consortium Form

Name: _____ **STC ID No.** _____ **USC ID No.** _____
(Family) (First) (M.I.)

1st Semester 2nd Semester Summer School Year: _____

Courses to enrol in USC:

GROUP NO.	COURSE/S	DESCRIPTIVE TITLE	UNITS	SCHEDULE	ROOM NO.	CHAIRPERSON'S SIGNATURE

Student's Signature

Noted:

University Registrar

Encoder's Signature

IMPORTANT INSTRUCTIONS:

1. Fill up this form COMPLETELY and LEGIBLY.
2. Proceed to the Subject Chairperson's Office for approval of course/s to enrol.
3. Go to the Admissions Office for the personal data sheet and activation of ID No.
4. Secure the signature of the University Registrar.
5. Submit this form and the accomplished personal data sheet with 2 x 2 colored picture, white background, to the Registrar's Secretary for encoding of course/s.
6. Claim your validated admission slip at the Accounting Office counter as proof of official enrollment under USC-STC consortium program.
7. Present this form together with your validated admission slip to your instructor on the first day of classes and keep it until you receive your final grades. This form will also serve as your gate pass.
8. The USC Registrar's Office will furnish a copy of your final grades to the Registrar of St. Theresa's College at the end of the semester.

