| Type of Teaching Assistant: □ Teaching Associate □ Teaching Fellow |
| --- |
| Name of Teaching Assistant (Last, First, Middle) |
| Department/Institute | College | Constituent University |
| **Duration of Teaching Assistantship**Start Date: Date of Last Renewal:  |
| **Master’s/PhD Program**  |
| Name of Degree Program |  |
| College/CU |  |
| Expected Date of Graduation |  |
| **Program Status**□ Graduated Date of Graduation:  (Attach copy of diploma as Annex 1)□ Completed all academic requirements (Attach certificate of completion as Annex 2)  |  □ Not yet Graduated/Not Renewing Teaching Assistantship Reason/s for Non-renewal □ to focus on Thesis/Dissertation  □ hired as non-regular faculty (e.g., Lecturer) □ hired as regular faculty (e.g., Instructor) □ to study abroad □ for health reasons □ other reason/s, please specify    |
| **Teaching Assistant’s Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name, Signature and Date |
| **Endorsements** |
| 1. Chair/Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name, Signature and Date | Dean\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name, Signature and Date |
| Vice-Chancellor for Academic Affairs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name, Signature and Date | Chancellor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name, Signature and Date |
| **Approval □** Completion of Teaching Assistantship  **□** For compliance of Terminal Report requirement \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_LEO DP CUBILLANVice President for Academic Affairs |