| 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 CUBILLAN Vice President for Academic Affairs | | | |