



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani



**Division Memorandum
No. 78, s. 2014**

To : All School Heads
Both Elementary and Secondary Schools
This Division

From : **ISAGANI S. DELA CRUZ**
Schools Division Superintendent

Subject : **Format for Certification and Verification (CAV)**

Date : March 7, 2014

Please be informed you that our Division has come up with a uniform format to be followed for the issuance of Certification and Verification (CAV) for Form 137.

The School shall prepare the necessary documents needed for the Certification and Verification (CAV), thoroughly verified and signed by the School Head from where the requesting party has graduated and the same shall be noted in the Division Office by Our Assistant Schools Division Superintendent, **DIOSDADO F. ABLANIDO, CPA**.

Find Enclosure for the format of Certification and Verification (CAV).

Immediate and wide dissemination of this Memorandum is highly desired.



Republic of the Philippines
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Region XII
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(Name of School)
(Address)



CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that on the basis of the scholastic records presented to this Office, (Name of Student/Pupil) of (Name of School), was verified to have been enrolled in School Year _____ and has satisfactorily completed the requirement for graduation of (Elementary/Secondary) Curriculum on (1997-1998).

This certification of authentication is being issued as requested for whatever legal purpose(s) it may deem necessary.

Issued this ____ day of (Month) 2014.

Course Verified:

(Head of School)
(Position/Designation)

NOTED:

DIOSDADO F. ABLANIDO, CPA
Asst. Schools Division Superintendent