



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF CEBU PROVINCE

EQUIVALENT RECORD FORM (ERF)

Name: _____ Date of Birth: _____ Sex: _____
(Surname) (Given Name) (M.I.)

Employee No: _____ Current Position Title: _____
Item No.: _____ N.U.C. No.: _____ Authorized Monthly Salary: _____

I. EDUCATIONAL ATTAINMENT & SERVICE ELIGIBILITY:

UNITS DEGREES OR HIGHEST GRADE ATTAINED	NAME OF INSTITUTION	YEAR RECEIVED	CIVIL SERVICE EXAMINATION	RATING	DATE

II. SERVICE RECORDS: Attached duly certified service record:

III. EQUIVALENT UNITS:

- Total no. of years teaching (Public only) _____ Equivalent _____
- Degree or Degree Equivalent (Present Degree) _____ Equivalent _____
- Area of Equivalent _____

	SCHOOL YEAR	NO. OF UNITS	DESCRIPTION
1. Professional Study			
2. Teaching Experience			
a. Public School			
b. Private School			
3. Admin. & Supervisory Experience			
a. Public School			
b. Private School			
c. Other (Seminar, Workshop, etc.)	Please see separate sheets		
TOTAL:			

LATEST EFFICIENCY RATING: _____

NOTE: Teachers Do Not Write Below

Signature

VI. DIVISION ACTION:

CLASSIFICATION	DATE PROCESSED	RANGE ASSIGNMENT	SALARY GRADE	SCHEDULED SALARY	REMARKS

PROCESSED BY:

REVIEWED BY:

RECOMMENDING APPROVAL:

ELDENITA A. NAZARENO/MARILIE L. MACAHIG
Division Processing In-Charge

JEREMY C. DENAMPO, JD
Administrative Officer V

ESTER A. FUTALAN, EdD
Assistant Schools Division Superintendent

APPROVED BY:

MARILYN S. ANDALES, EdD CESO V
Schools Division Superintendent