



De La Salle Santiago Zobel School

University Avenue, Ayala Alabang Village, Muntinlupa City, Philippines 1780
Vermosa, Pasong Buaya II, Imus City, Cavite, Philippines 4103

OFFICE OF THE REGISTRAR

October 18, 2024

Dear **Parents/Guardians**,


Greetings!

The Registrar's Office is checking our students' documentary requirements for enrollment, especially the new and transferee students. These documents will be used for the Department of Education-related concerns. In line with this, we are issuing the **Student Mid-Year Clearance**, which may be viewed online through the [Family Portal](#) beginning **October 28, 2024**. The form will only show the clearance requirements that must be submitted to the Registrar's Office. Parents/Guardians are requested to submit the documents on or before **November 29, 2024**, to the Registrar's Main Office in the Alabang Campus or the Registrar's Satellite Office in the Vermosa Campus.

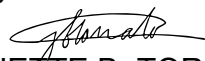
For inquiries and clarifications, please call 8771-3579 local 712, 792, 796 (Alabang Campus) or 584 (Vermosa Campus), or email registrar@dlszobel.edu.ph.

Thank you for your usual cooperation and immediate compliance.

In St. La Salle,


MS. MA. FATIMA S. GUERRERO
Registrar Office Head

Noted by:


DR. JANETTE B. TORRATO
Director for Academic Services Department