**LEGAL GUARDIANSHIP FORM**

 Term, School Year

**Student’s Information:**

Student Name:

SURNAME

FIRST NAME

MIDDLE NAME

Degree Program: Citizenship

**Parent’s Information:**

Parent’s Name:

SURNAME

FIRST NAME

MIDDLE NAME

Mailing Address:

Contact Numbers: Specimen Signature:

**Legal Guardian’s Information**:

Legal Guardian’s Name:

SURNAME

FIRST NAME

MIDDLE NAME

Mailing Address:

Contact Numbers: Specimen Signature:

De La Salle-College of Saint Benilde (DLS-CSB) Office of the Registrar periodically sends the **“Grades to Parents Report”.** This report contains a summary of the academic performance of their children. Please indicate where you wish this report to be sent by checking the appropriate box below:

Parents

Legal Guardian

Other instructions to the Office of the Registrar:

**NOTARY**

Document No: Page No: Book No: Series of:

Color Code:

Foreigner - White

Local

- Green

***Instructions:***

The Legal Guardian is authorized to sign/approve school-related requests and reports in the parent’s behalf and to represent the parent/s in all school activities.

The Legal Guardianship Form (LGF) is designed for parents to provide instructions to DLS-CSB thru the Office of the Registrar in relation to the legal guardian of their children while they are enrolled in the college. To formally identify a legal guardian, please accomplish this form and attach the following requirements:

*For Foreign Students*: Parent’s Letter of Appointment duly stamped by the Philippine embassy of origin if parents will not be available to sign this form.

*For Local Residents*: Court order if parents will not sign this form.