



\_\_\_\_\_  
(Date)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Dear Sir/Madame:

I have the honor to request for a copy of Form 137\* (Official Transcript of Records) of \_\_\_\_\_, who is enrolled at the Philippine Science High School-Bicol Region Campus as Grade 7 scholar. Please allow the student to personally carry the copy of his/her permanent records.

Thank you very much.

Very truly yours,

(Sgd) SHIENA P. GREJALVO  
Registrar