



DOCUMENTARY REQUIREMENTS FOR RECOMMENDATION FOR SUBSTITUTE TEACHER

	NO. OF COPIES
1. Recommendation Letter signed by the SH & PSDS	4
2. Certificate of Good Standing from PRC (Original/Authenticating)	1
3. Photocopy of Valid PRC ID/License	1
4. CS Form 6/Leave of Incumbent (stamped received by SDO Receiving Section)	1
5. CS Form 41/Medical Certificate of Incumbent	1
6.RQA	