



基立学院  
JUBILEE CHRISTIAN ACADEMY  
Saved to serve with love and excellence for the Great Commission.

DATE : September 4, 2020  
TO : Parents and Guardians of Grade 12-Martin Luther  
FROM : Mrs. Nancy R. Ramos  
Principal, Senior High School (SHS) Department  
SUBJECT : **Correction on Released Grade 11 Report Card of 11-Paul, S.Y. 2019-2020**

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Greetings in the name of our Lord Jesus Christ!

It has come to our attention that there were error/s in the honors indicated in the 1st or 2nd quarter report card for S.Y. 2019-2020 released to you. We have sought the assistance of Pinnacle Management Inc, the School's Academic Information Management System provider, to help us verify and rectify the errors.

Kindly email [shs@jca.edu.ph](mailto:shs@jca.edu.ph) regarding error/s you have identified in the released report card of your student. We shall verify and correct the errors and reprint the report card to be released along the certificates and medals in the Year-End Awards envelope for S.Y. 2019-2020 on September 14 -18, 2020.

The report card with errors must be returned upon receipt of the corrected report card.

Our sincerest apologies for the inconvenience this might have caused.

Thank you for your kind understanding.