



**HUMAN RESOURCE DEVELOPMENT OFFICE
Central Philippine University**

HRD Form No. 33 Rev 0

EXIT INTERVIEW FORM

| | | |
|-----|---|--|
| A. | Name | |
| B. | Position/Designation | |
| C. | Unit | |
| D. | Entry Date | |
| E. | Exit Date | |
| F. | Current Salary Grade | |
| G. | Current Basic Gross Income | |
| H. | Other Income(overload/part time job) | |
| I. | Retirement Fund contributions | |
| J. | Existing University Loan Balance (if any) | |
| 1. | How did you find your work in Central Philippine University? | |
| 2. | What would you say was the best aspect of joining CPU? | |
| 3. | What would you say was the worst aspect of joining CPU? | |
| 4. | In summary, what has been your experience in joining CPU? | |
| 5. | Briefly explain your Main reason for leaving CPU. | |
| 6. | What are your comments about your students? | |
| 7. | What are your comments about your superiors and peers? | |
| 8. | If ever you're given another opportunity, would you go back and work with CPU? | |
| 9. | What do you hope CPU would focus on so that it would be able to realize its vision and mission? | |
| 10. | Which aspect, do you think CPU need to change and how? | |

Name and Signature of Employee
Date: _____

HRD Director
Date: _____

Approved:

President

Date Approved: _____

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