



UNIVERSITY OF THE PHILIPPINES DILIMAN

Office of the University Registrar

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18 October 2012

Memorandum ECA No. 12- 28

TO: **ALL ASSESSORS**


FROM: **EVANGELINE C. AMOR, Ph.D.**
University Registrar

RE: **ASSESSMENT**

This is to inform you that for the Second Semester 2012-2013, there will be no Assessors' briefing. Please take note of the following important reminders to ensure accuracy in the assessment of fees.

1. Assessors should double check and review the fees charged for each item as viewed in the assessment module before printing the Form 5.
2. For Assessment of Courses offered by the Department of Military Science and Tactics (DMST):
 - **DMST - NSTP courses are Military Science 1 (Mil.Sci. 1) and Military Science 2 (Mil.Sci.2).** Both are charged NSTP fee and Insurance fee.
 - **DMST- Advanced ROTC Military Science courses (i.e. Mil. Sc. 31,32,41 ,42)– should NOT be charged any fee.** They are not DMST- NSTP courses.

Should you find any error in the online assessment, please do the necessary correction before printing the Form 5 of the student.

For your information and guidance.

Thank you very much.