

23 October 2013

MEMORANDUM ECA NO. 13-36

TO: ALL COLLEGE SECRETARIES

FROM: EVANGELINE C. AMOR, Ph.D.

**University Registrar** 

**RE: APPEALS FOR READMISSION** 

Please be reminded that as agreed upon during the College Secretaries meeting dated 07 October 2013, all **Appeals for Readmission** should be filed with the College Secretaries Office on or before 29 October 2013 and transmitted to the Office of the University Registrar by batch. Students should not follow up the results of their appeals at the OUR or OVCAA. All processed appeals will then be forwarded to the respective colleges for appropriate action.

For your information and guidance.

Thank you very much.