

30 April 2014

MEMORANDUM ECA NO. 14-23

TO:

ALL COLLEGE SECRETARIES and GRADUATE COORDINATORS

FROM:

EVANGELINE C. AMOR, Ph.D.

University Registrar

Please attend a meeting of all College Secretaries & Graduate Coordinators on Monday, 12 May 2014, 8:30 am, at the 3rd Floor, Conference Hall, OUR Building.

AGENDA:

- 1. Adoption of the agenda
- 2. Approval of the minutes of meeting on 03 April 2014
- 3. Matters arising from the minutes
- 4. Midyear Term AY 2013-2014
- 5. Registration activities for AY 2014-2015
- 6. Transfer Admission (From Other UP CU & From Other Universities)
- 7. Other matters

Thank you for your continued support and cooperation.