

07 June 2019

OUR Memorandum No. MTTP 2019-14

To:

College Secretaries

From:

MA THERESA T. PAYONGAYONG, PhD

University Registrar

Subject: List of UPCAT Waitlist and DPWAS

Please be reminded that the information contained in the attached list of UPCAT Waitlist and DPWAS must be processed only for purposes of implementing registration activities such as preadvising, pre-enlistment, enlistment, post-advising, assessment, and payment (if, applicable), and for inviting incoming first year students to the College/Department/Institute orientation or briefing. You are further reminded that only duly authorized personnel who have a need to know the information must be given access to such information. After such information has been processed or used, the same must be disposed of securely.

For your guidance and strict compliance. Thank you.

cc: College Dean

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