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## QUALITY PROCEDURE

### Online Enrollment of Undergraduate Students



**Office of the University Registrar**  
Visayas State University  
Visca, Baybay City, Leyte

Document Reference Code: PM-REG-12

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*MISSION: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.*

# **QUALITY PROCEDURE**

## **Preparation, Evaluation, and Reproduction of Instructional Materials**



### **Office of the Head of Instructional Materials Development**

**Visayas State University  
Visca, Baybay City, Leyte**

**Document Reference No. PM-IMD-01**

**Version No. 02**

**Date: November 14, 2022**

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**QUALITY PROCEDURE**  
**Review and Approval of Instructional Materials**  
**(IMs)**



**Office of the Head of the Instructional**  
**Materials Development (OHIMD)**

Visayas State University  
Visca, Baybay City, Leyte

**Document Reference No. PM-IMD-02**

**Version No. 01**

**Date: November 19, 2021**

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# QUALITY PROCEDURE

## Preparation of Outcomes-Based Education (OBE) Course Syllabus and Table of Specifications (TOS)



### Office of the Head of the Instructional Materials Development (OHIMD)

Visayas State University  
Visca, Baybay City, Leyte

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Date: November 14, 2022

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# **QUALITY PROCEDURE**

## **Preparation, Evaluation, and Monitoring of the VSU E-Learning Environment (VSUEE)**



### **Office of the Head of the Instructional Materials Development (OHIMD)**

Visayas State University  
Visca, Baybay City, Leyte

**Document Reference No. PM-IMD-04**

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# GUIDELINE

## Preparation and Evaluation of Instructional Materials



### Office of the Head of the Instructional Materials Development (OHIMD)

Visayas State University  
Visca, Baybay City, Leyte

Document Reference No. GL-IMD-01

Version No. 02

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# **GUIDELINE**

## **Preparation of Virtual Classroom (VC)**



**Office of the Head of the Instructional Materials  
Development (OHIMD)**  
Visayas State University  
Visca, Baybay City, Leyte

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# QUALITY PROCEDURE

## Annual Monitoring of Employability and Placement of Graduates



### Office of the Director of Instruction and Evaluation (ODIE)

Visayas State University  
Visca, Baybay City, Leyte

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# **QUALITY PROCEDURE**

## **Class Observation by Supervisors**



### **Office of the Director of Instruction and Evaluation (ODIE)**

**Visayas State University  
Visca, Baybay City, Leyte**

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# **QUALITY PROCEDURE**

## **Approval of Graduate Special Problem/Thesis/Dissertation Manuscript**



**Office of the Graduate School**  
Visayas State University  
Visca, Baybay City, Leyte

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# **QUALITY PROCEDURE**

## **Online Admission and Enrollment of Graduate Students (On-campus)**



**Office of the Dean of the Graduate School  
Visayas State University  
Visca, Baybay City, Leyte**

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