



1 June 2021

MEMORANDUM CIRCULAR NO. 60
Series of 2021

T O: All Concerned

R E: Submission of Midterm Grades

Please be reminded that based on our approved school calendar, the deadline for submission of the Midterm Grades is May 31, 2021. However, we are extending the deadline until Monday, June 7, 2021.

Submission of midterm grades is important because of the following reasons:

1. It enables the teachers to determine the final list of students enrolled and are attending the class,
2. It makes the students aware of their class standing and to strive to improve their performance in the finals.
3. It enables the academic advisers to properly advise their students regarding their academic performance, and what subjects to enroll in the next semester.
4. It enables the Registrar to get the estimated number of regular students who will enroll the following semester.

Faculty members shall submit the midterm grades online only through CumulusOne. There is no need to submit a hard copy.

College Deans and Department Heads shall ensure compliance to this memorandum by all academic units.

For your guidance and compliance.


EDGARDO E. TULIN
President