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MEMORANDUM NO. 559
Series of 2024

TO:

Dr. Marilyn M. Belarmino	- Chairperson
Dr. Beatriz S. Belonias	- Member
Dr. Suzette B. Lina	- Member
Dr. Moises Neil V. Serioño	- Member
Dr. Dennis P. Peque	- Member
Dr. Catherine C. Arradaza	- Member

RE: Graduate School Policy and Guidelines Committee

FROM:


DR. PROSE IVY. G YEPES
University President

DATE: June 20, 2024

With Dr. Marilyn M. Belarmino as Chairperson and the rest as Members, you are hereby designated to constitute the Graduate School Policy and Guidelines Committee effective immediately until December 31, 2024 with the following functions:

1. Review the Graduate School Code and make proposals for revisions/amendments, when necessary for discussion by the Graduate School Council;
2. Prepare Yearly Schedule of Deadlines of Graduating Graduate Students in the submission of thesis/dissertation outlines/manuscripts, taking of comprehensive examination, filing of application for final examination (oral defense), taking final examination (oral defense), and public presentation of dissertation for deliberation and approval by the Graduate School Council; and
3. Propose needed policies and guidelines governing the administration of graduate programs and operation of the Graduate School for discussion by the Graduate School Council.

For this assignment, you shall be given appropriate workload by your mother unit/agency.

Please be guided accordingly.

OFFICE OF THE PRESIDENT

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