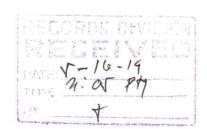


Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Website: www.vsu.edu.ph

10 May 2019

MEMORANDUM CIRCULAR NO. <u>57</u> Series of 2019



T O: All Deans, Heads, Teaching Staff, Professors and Instructors

R E: Travel Advisory

The final examinations for graduating students is over. However, submission of final grades for graduating students is on May 14 while submission of all the requirements for graduation is on June 3, 2019. In this regard, all academic faculty are requested to refrain from travelling beginning today until the last day for completion of all requirements to give ample time to mentor your advisees and other students needing your help.

Your usual cooperation is requested.

EDGARDO E.

President