

September 19, 1996

MEMORANDUM NO. 140
Series of 1996


T O : Ms. Wenifreda T. Oclinaria - thru records 9/24
Graduate Dorm Manager
VISCA, Baybay, Leyte

SUBJECT : TRANSFER OF STUDENTS AT THE IH TO BANAHAW COTTAGE

Please be advised that the Banahaw Cottage will be ready for occupancy not later than the second semester of school year 1996-1997. In this connection, please make the necessary preparation for the transfer of all student occupants at the International House (IH) to Banahaw Cottage.

Effective November 1996, the IH will be placed under the control of the VISCA Staff Housing Committee and it is expected that said IH will be free from any student occupants.

Please be guided accordingly.


SAMUEL S. GO
President *stn*

cc: Office of the Graduate School
Office of the Vice President for Admin.
Records
File

thru records.