



VISAYAS
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February 12, 2018

Memo Circular No. 09
Series of 2018

**T O: All College Deans, Department Heads/Institute Directors,
Faculty and Students**

**R E: Paper size for Undergraduate Thesis and Special
Problem, Outlines/Proposals and Manuscripts**

Please be informed that starting this 2nd Semester SY 2017-2018, all undergraduate thesis and special problem outlines/proposals and manuscripts shall be printed using A4 (210 x 297 mm. or 8.27 x 11.69 in.) sized bond paper, the official paper size for government transactions. This is to be consistent with those of the Graduate School, which are already using the A4 size since 2014. The University Library has already a ready format for the cover using this paper size.

For your guidance and compliance.


BEATRIZ S. BELONIAS
Vice President for Instruction

cc: Ms. AD Pardales
University Librarian

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