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STATE UNIVERSITY

OFFICE OF THE  
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**MEMORANDUM CIRCULAR NO. 115**  
Series of 2025

**TO: All Faculty, Staff, Students, and Other Stakeholders**

**RE: Guidelines on the Display of Materials During the Anniversary Celebration in light of the Election Ban**

**FROM: DR. PROSE IVY G. YEPES**  
University President

**DATE: April 8, 2025**

As we prepare for the upcoming 101st VSU Founding Anniversary celebration, we would like to remind all internal and external stakeholders to be guided by the principles of political neutrality and institutional integrity, especially in light of the ongoing election ban enforced by the Commission on Elections (COMELEC) and Civil Service Commission (CSC).

In this regard, the display of sponsorship materials, tarpaulins, banners, or any form of promotional content bearing the names, faces, or messages of politicians and political parties is highly discouraged within all university premises during the anniversary period. This includes materials that may directly or indirectly serve as campaign tools or expressions of political support.

We strongly urge all organizing committees, student organizations, and partner institutions and organizations to avoid associating any anniversary-related activities with political figures, whether incumbent or running for office. The university must remain an apolitical space, free from any form of political endorsements or influences.

Should there be sponsorships or support from external individuals or groups, these must be properly vetted and coordinated with the Office of the Vice President for Administration and Finance to ensure alignment with COMELEC and CSC regulations.

For your information and proper guidance.

cc: *All Vice Presidents*  
*All Focal Persons of the 101st VSU Founding Anniversary Activities*

**OFFICE OF THE PRESIDENT**

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Page 1 of 1  
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