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Office of the President

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MEMORANDUM CIRCULAR NO. 3

Series of 2012

T O: All Concerned

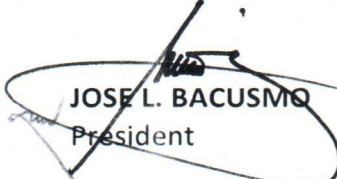
R E: New Schedule of Level IV Accreditation

Please be informed that the AACCUP Level IV Accreditation is rescheduled to **March 12 - 15, 2012.**

For a successful conduct of this activity, you are hereby requested to observe the following:

- Travels should be scheduled after the accreditation.
- Be ready for class observation by the Accreditors which will usually start on the 2nd day of their visit.
- All laboratory rooms and other facilities (including research and extension sites) should be ready and those in-charge should be around to brief the accreditors.
- Alumni, community representatives, students, faculty per program to be accredited and key officials of the University will be interviewed. Concerned Deans are required to identify interviewees (5 or more per group) and submit the names to the University Accreditation Center not later than March 2, 2012. Schedule of interview will be announced later.
- Chairpersons/co-chairpersons of the areas (Area 1 to 10) to be accredited should see to it that the supporting documents are completed on or before February 22, 2012 to give enough time for Self-Evaluators to examine and rate the documents and to have them soft bound.

Your usual cooperation is enjoined.


JOSE L. BACUSMO
President