



27 July 2021

MEMORANDUM CIRCULAR NO. 77
Series of 2021


T O: All Concerned

R E: Extension of the Academic Ease Policy in the 2nd Sem. 2020-2021

Please be informed that the Academic Ease Policy per BOR Res. No. 195, s. 2020 implemented in the 1st semester 2020-2021 has been extended to the 2nd semester 2020-2021 by virtue of BOR Resolution No. 57, s. 2021. The following are the salient features of the policy, with modification on No. 2:

1. No student shall be given a "4.00" or "5.00", but an INC may be given subject to the following guidelines:
 - a. The student has complied with all course requirements yet failed to meet the passing grade.
 - b. Student lacks course requirements but has shown enough engagement (i.e submissions, examinations taken, quizzes taken) for the professor to make a reasonable assessment.
2. A student may still enroll in a higher subject the following semester despite an INC in that subject's pre-requisite. However, he/she has to obtain a completed passing grade in the pre-requisite subject on or before one week after the last day of the midterm examination week. In case of failure to obtain a passing grade in the pre-requisite subject, the student shall be dropped from the higher subject, but still can continue to comply with the requirements for completion of the pre-requisite subject within the allowable one year period for completion. (Note: In BOR Res. No. 195, s. 2020, both the higher subject and the pre-requisite shall be dropped.)
3. An INC mark in subjects that are not pre-requisite to higher subjects can be completed within the allowable period of one year.

For your guidance.


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President