

Office of the President

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5 September 2017

MEMORANDUM No.337 Series 2017

TO

College Deans and Department Heads

SUBJECT:

Submission of data for the Institutional Web Database and Directory

Magazine

The VSU Faculty Database is now available online at VSU's website via faculty.vsu.edu.ph and the directory magazine is still on its preliminary version. However, said resources still lack information.

In this regard, this is to reiterate the submission of information and/or corrections of the draft copy on the institutional directory which was provided per OP Memo No. 315 s. 2017. Mr. Saison Dampios of the International Affairs Office (IAO) will collect data on or before Sept. 15,2017.

For your strict compliance.