



7 August 2017

MEMORANDUM NO. 315
Series of 2017

T O: College Deans and Department Heads
R E: Update of the Institutional Directory

The VSU International Affairs Office (IAO) is currently developing an institutional directory. This directory will be used as a corporate resource for promoting VSU to other universities and establishing external linkages.

You are requested to check the attached draft, supply the needed information and/or make the necessary corrections. IAO staff Mr. Saison Dampios will collect all corrected drafts on or before August 15 so that the directory will come out of the press on August 30, 2017.

For your compliance.


EDGARDO E. TULIN
President