

Office of the President

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@vsu.edu.ph Website: www.vsu.edu.ph

27 November 2018

MEMORANDUM CIRCULAR NO. 87_ Series of 2018

- T O: All College Deans, Department/Unit Heads, Center/Institute Directors, Faculty and Students
- R E: 2018 Annual Academic Convocation

Please be informed that the 2018 Annual Academic Convocation will be on December 3, 2018 at 3:30 p.m. at the VSU Amphitheater. All faculty are enjoined to bring their students to the venue after their classes to attend and listen to the State of the University Address (SUA) of the President. All faculty are requested to refrain from travelling during this important occasion. In case of rain, the convocation will be held at the Convention Center. In this regard, all regular classes shall be shortened as follows:

	Regular Time	Shortened Time
Lecture	7:00 - 8:00	7:00 - 7:40
	8:00 - 9:00	7:40 - 8:20
	9:00 -10:00	8:20 - 9:00
	10:00 -11:00	9:00 - 9:40
	11:00 -12:00	9:40 - 10:20
	12:00 - 1:00	10:20 - 11:00
	1:00 - 2:00	11:00 - 11:40
	2:00 - 3:00	11:40 - 12:20
	<u>3:00 - 4:00</u>	12:20 - 1:00
	4:00 - 5:00	1:00 - 1:40
	5:00 - 6:00	1:40 - 2:20
	<u>6:00 - 7:00</u>	<u>2:20 - 3:00</u>
OR		
	7:00 - 8:30	7:00 - 8:00
	8:30 - 10:00	8:00 - 9:00
	10:00 - 11:30	9:00 - 10:00
	11:30 - 1:00	10:00 - 11:00
	1:00 - 2:30	11:00 - 12:00
	2:30 - 4:00	12:00 - 1:00
	4:00 - 5:30	1:00 - 2:00
	<u>5:30 - 7:00</u>	2:00 - 3:00
Laboratory		
	7:00 - 10:00	7:00 - 9:00
	10:00 - 1:00	9:00 - 11:00
	1:00 - 4:00	<u>11:00 - 1:00</u>
	<u>4:00 - 7:00</u>	<u>1:00 - 3:00</u>

For information and guidance.

EDGARDO E. TULIN
President