



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE  
VICE PRESIDENT FOR  
ACADEMIC AFFAIRS**

8 October 2024

**MEMORANDUM CIRCULAR NO. 27**  
Series of 2024

**T O: All College Deans, Directors, Faculty and Students**  
**R E: Teaching Performance Evaluation by Students (1<sup>st</sup> Semester 2024-2025)**

Please be informed that the Teaching Performance Evaluation by Students (TPES) for **1<sup>st</sup> semester AY 2024-2025** will be conducted from **October 28 to November 28, 2024**.

The TPES instrument is embedded in the **CumulusOne portal for Main (College) and Tolosa Campus**. Only the students of these two campuses can evaluate using this platform.

To evaluate, the student will do the following:

- Log in to MyVSU Student Portal at (<https://my.vsu.edu.ph>)
- Once logged in successfully, click the TPES menu on the left-side panel of the dashboard.
- The courses taken for this semester are displayed in the dashboard. Select the Course, one-by-one, until all teachers are evaluated.
- The faculty are evaluated based on their performance. Tick the item based on the rating scale provided and write some comments/suggestions for teacher's improvement.
- If you miss to tick a rating for one item, the system will prompt to remind you that all items must be rated.
- Make sure to review your ratings before you click "Submit" to complete the evaluation.

For **VSU Laboratory Highschool, Alangalang, Isabel, and Villaba campus** the TPES evaluation will be done using **Google form**. The google form link will be sent thru email by IEO to LHS Principal, and Director of Academic Affairs then the offices concerned will disseminate it to their students.

To evaluate, the student will do the following:

- Click the google form link.
- Fill-up the necessary information needed.
- The courses taken for this semester are displayed. Select the Course, one-by-one, until all teachers are evaluated.

**OFFICE OF THE VICE PRESIDENT  
FOR ACADEMIC AFFAIRS**

Visayas State University, Visca Baybay City, Leyte  
Email: [ovpaa@vsu.edu.ph](mailto:ovpaa@vsu.edu.ph)  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)  
Phone: +63 53 565 0600 Local 1003



Management  
System  
ISO 9001:2015  
  
www.tuv.com  
ID: 8106558749



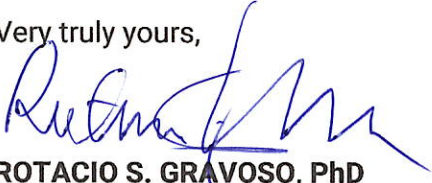
Page 1 of 2  
**FM-VSU-02**  
V3 06-06-2025  
No.027

- d) The faculty are evaluated based on their performance. Tick the item based on the rating scale provided and write some comments/suggestions for teacher's improvement.
- e) If you miss to tick a rating for one item, the system will prompt to remind you that all items must be rated.
- f) Make sure to review your ratings before you click "Submit" to complete the evaluation.

Attached is a "Quick Guide on How to Evaluate to your Teacher?" for your reference and as a university policy, the students can only view their Midterm/Final Grade after they are done complying with the TPES.

For strict compliance.

Very truly yours,



**ROTACIO S. GRAVOSO, PhD**  
Vice President for Academic Affairs