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MEMORANDUM NO. 782
Series of 2023**T O: Dr. Ma. Rachel Kim L. Aure****R E: Appointment as Internal Technical Evaluator of Documents and Accreditor for the AACCUP Online Preliminary Survey Visit (PSV) of the Bachelor of Culture and Arts Education (BCAEd)**


By virtue of the authority vested in me by the VSU Board of Regents, you are hereby appointed as Internal Technical Evaluator of Documents and Accreditor for the AACCUP Online Preliminary Survey Visit (PSV) of the Bachelor of Culture and Arts Education (BCAEd) on September 24-29, 2023. The internal evaluation of documents is scheduled on September 4-8, 2023.

As Internal Evaluator and Accreditor, you are to perform the following functions:

1. Review and evaluate the supporting documents of the BCAEd program and see to it that these are relevant to the areas being evaluated. Evaluation of documents will be done using the appropriate survey instruments;
2. Provide suggestions to improve the documents if needed; and
3. Submit to QAC within five (5) days a copy of the program's internal evaluation results (ratings) and actual accreditation.

As a token of our appreciation for your kind assistance, you are given an honorarium of **Five Thousand Pesos Only (PhP 5,000.00)**.

Please be guided accordingly.


EDGARDO E. TULIN
President