



27 March 2017

MEMORANDUM NO. 211

Series of 2017

**T O: Dr. Candelario L. Calibo
Prof. Jesusito L. Lim
Dr. Norberto E. Milla
Dr. Aleli A. Villocino
Mr. Eliezer L. Velasco (Recording Secretary)**

R E: Reconstitution of the University Committee on Change of Grades

With Dr. Candelario L. Calibo as Chairperson, Mr. Eliezer L. Velasco as Recording Secretary and the rest as Members, the University Committee on Change of Grades is hereby reconstituted effective immediately until December 31, 2017 or unless sooner terminated or revoked by higher authorities.

The functions of the Committee are as follows:

1. To act on request of staff for a change of grade in a particular course/subject as reflected in the grade sheets already submitted to the Registrar's Office; and
2. To recommend to the Academic Council, through the VSU President, for approval of such a request.

This order supersedes all other previous issuances on the same subject.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: Prof. L. V. Presbitero
OVPI
OUS
Registrar
Records
File