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Office of the President

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MEMORANDUM NO. 93

Series of 2016

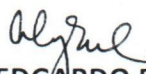
T O: All College Deans

R E: Proofreading of Graduation Documents

To help prevent errors in the graduation papers (Diploma, TOR), all colleges are requested to assign at least three proofreaders who will assist the Registrar's Office in the preparation of the documents.

The proofreaders are tasked to ensure the correctness of the information of the graduation candidates from each college. All proofreaders should report to the Registrar's Office on April 11, 2016.

For your compliance.


EDGARDO E. TULIN
President