



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A
Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601
e-mail: opvisca@mozcom.com; website: www.vsu-visca.edu.ph

Office of the President

5 March 2009

MEMORANDUM NO. 48

Series of 2009

T O: Dr. Edgardo E. Tulin - Chairperson
Dr. Editha G. Cagasan - Member
Prof. Norberto F. Canada - Member

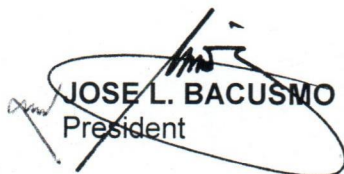
R E: Reconstitution of the University Committee on Change of Grades

The University Committee on Change of Grades is hereby reconstituted effective immediately until December 31, 2009 or unless sooner terminated or revoked by the undersigned. 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.


JOSE L. BACUSMO
President

cc: Dr. R. T. Sanico
OVPAA
OUS
Deans
Registrar's Office
Records
File