



26 June 2023

MEMORANDUM CIRCULAR NO. 101
Series of 2023

**T O: Heads of Academic Units
Graduation Focal Persons
Candidates for Graduation of the upcoming Class of 2023**

R E: Graduation Photo Shoot Final Schedule

The **70th Commencement Exercises** of the Visayas State University will be held on **August 3, 2023**. We launched our new toga last year with our graduation photos and for the first time, we will be using them in person in the upcoming graduation.

As part of the necessary preparations to make this very important event successful, all graduating students in the Main Campus are required to attend the photoshoot according to your program's assigned schedule:

DATES	Morning (8AM to 12 NN)	Afternoon (1PM to 5PM)
July 3	BSDC, BSDE, BSFT, AB/ABELS, BSEcon	BSBio, BSBiotech, BSChem, BSMB, BSStat
July 4	BSA	BAS/BSMET
July 5	BSCE, BSCS, BSGE, BSME	BSABE/BSAE, BSEM/BSES, BSF, BCAEd, BECED
July 7	BSAB	BSHRTM, BSHM, BSTM
July 10	BSEd	BEED, BPED
July 11	BSN, DVM	MS, MAgDev, MEd, MMgt, PhD

The photoshoot will be held at the VSU Library - AV Room (Top Floor). Men are expected to wear a white long-sleeved shirt with a black tie, while women should dress in a light-colored gown to be worn beneath a green toga. Additionally, participants should also prepare a Barong Tagalog (for men) and a Filipiniana (for women) for another photo session.

Package inclusion are as follows:

- Edited soft copies of 3 poses (with cap, without cap and Filipiniana, Barong Tagalog or Business Suit)
- Soft copy of the graduate receiving the diploma during the Commencement Exercises
- Printed copies of the following:

OFFICE OF THE PRESIDENT

2/F Administration Building, Visayas State University
PQWW+RJM, Baybay City, Leyte, Philippines 6521
Email: op@vsu.edu.ph | Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1000

- With graduation cap (8R)
- Filipiniana, Barong Tagalog or Business Attire (5R)
- Receiving of Diploma (5R)
- With and without graduation cap (2 wallet size each)


Graduates will take care of their own makeup and hairdo, as these are not included in the package. The Graduate Focal Person (GFP) per department will also coordinate with you and fill you in with other important information.

Only these official photos from our accredited photographer will be used in our graduation production (to be shown on the LED wall display).

Moving forward, our new regalia will be the only regalia allowed in graduation photos. Departments must take note of this especially for congratulatory materials, like tarpaulin materials for board exam passers.

Looking forward to seeing you all and your wonderful pictures soon!

This Memorandum supersedes OP Memo Circular No. 100, s. 2023.


EDGARDO E. TULIN ^{oic}
 President 6/26/23