



December 4, 2018

Memo Circular No. 50
Series of 2018

T O: All Professors and Instructors

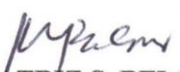
R E: Submission of Final Grades

This is to inform everyone that the last day for submission of final grades are as follows:

Graduating students	Dec. 3
Non-graduating students	2 weeks after scheduled Final Exam (Dec. 5-11)

In this regard, deans and department heads are requested to check on their faculty with graduating students in their classes for compliance to this memorandum.

For information and guidance.


BEATRIZ S. BELONIAS
Vice President for Instruction

VISION: A globally competitive university for science, technology and environmental conservation.
MISSION: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.