



MEMORANDUM CIRCULAR NO. 79

Series of 2024

**TO: All College Deans, Chancellors, Academic Directors, Department Heads,
Faculty, Academic Advisers and Students**

RE: Deadline for Completion of INC Marks

FROM: DR. PROSE IVY. G YEPES
University President

DATE: APRIL 23, 2024

In view of the recommendation of the Vice President for Academic affairs, please be advised that due to the Centennial Activities, which need the participation of faculty and students, the deadline of completion of INC marks incurred in the **2nd Semester 2022-2023** is hereby moved from **April 29 to May 6, 2024**.

For your guidance and compliance.