



26 February 2021

**MEMORANDUM CIRCULAR NO. 20**  
Series of 2021

**T O: College Dean, Department Heads, Department Enrolment Focal Persons,  
College Hotline Agents**

**R E: Mandatory Orientation and Re-Orientation of Academic Advisers,  
Department Enrolment Focal Persons, and College Hotline Agents**

VSU has implemented a full-online enrollment during 1st semester AY 2020 – 2021 and based on the post-evaluation meeting, some things need to be improved in the system that needs immediate attention.

Therefore, in preparation for the 2nd semester AY 2020-2021, you are hereby directed to attend the "Mandatory Orientation and Re-Orientation of Academic Advisers, Department Enrolment Focal Persons, College Hotline Agents" on March 1, 2021 (Monday) via Zoom. This activity is needed to address the previous online enrolment glitches caused by unfamiliarity with the platform and/or procedures.

To ensure maximum participation, the schedule is as follows:

9:00 – 11:00 AM CME, CON, CAS, and CET

Zoom meeting link:

<https://vsu-edu-ph.zoom.us/j/97229520997?pwd=eXQxRTBFc2ovV1diRDgvY3BwTWVVT09>

Meeting ID: 972 2952 0997

Passcode: Enroll2021

2:00 – 4:00 PM COED, CFES, CAFS, and CVM

Zoom meeting link:

<https://vsu-edu-ph.zoom.us/j/96596838842?pwd=cDY0UE1maHY0WkxtYUpscM0M4YTFxZz09>

Meeting ID: 965 9683 8842

Passcode: Enroll2021

Please direct any concerns or clarifications to the Office of the University Registrar c/o Ms. Marwen A. Castañeda.

For your guidance.

**EDGARDO E. TULIN**  
President