

Republic of the Philippines
State Universities and Colleges
**Western Visayas College
of Science and Technology**

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OFFICE OF THE VICE-PRESIDENT FOR ACADEMIC AFFAIRS

MEMORANDUM

No. 014, s. 2014

Date : February 17, 2014
To : All College Officials, Deans, Dept. Heads, Faculty,
Non-Teaching Personnel and Students
Subjects : Interview for Qualified Incoming 1st year College Students
Enrollment Schedule for the 1st Semester 2014 - 2015


1. Interview for qualified 1st year incoming college students shall be conducted on April 7 – 25, 2014.
2. Enrolment for the 1st semester 2014 - 2015 shall be in accordance with the following schedule:

April 14 – 30, 2014	-	Qualified 1 st year college students
May 21-23, 2014	-	4 th and 5 th year
May 26 – 28, 2014	-	3 rd year and 2 nd year
May 29 – 30, 2014	-	Transferees, Shifters and Returning Students
3. The following schedule shall also be observed:

June 2, 2014	-	Pre-Opening Conference for Faculty
June 3, 2014	-	1 st day of classes
June 3, 2014	-	Late enrollment with fine
June 9-13, 2014	-	Changing/Adding & Dropping of subjects
4. The schedule of classes of the faculty will be considered final at the start of the enrolment. It is understood that the schedule given to the faculty member by the MIS is considered final if no corrections will be made before enrolment time.
5. For the information and guidance of all concerned.

MANUELA A. SANCHEZ, JR., Ph.D.
OIC – VP for Academic Affairs

CONFORME:


LUIS M. SOPOLLA JR., Ph.D., CSEE
College President