



UNIVERSITY OF THE PHILIPPINES DILIMAN

*Office of the University Registrar*

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17 January 2017

Memorandum No. MRC 17-02

FOR: COLLEGE SECRETARIES & GRADUATE PROGRAM COORDINATORS

From:

MARILYN R. CANTA, PhD  
University Registrar

SUBJECT: College Secretaries & Graduate Program Coordinators' Meeting

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Please come to a meeting of College Secretaries & Graduate Program Coordinators on 30 January 2017, Monday, at the OUR Conference Room at 8:30 a.m.

**Matters for discussion:**

1. Evaluation of Registration 2S 2016-2017
  - Forecasting of slots
  - Statistics on payment cycles
2. Plans for further improvement of registration processes (c/o of Dr. Rex Jalao & Mr. Jacob Obinguar), including new tweaks and further development of CRS modules
3. CSAPG Procedures (c/o Prof. Manny Manuel)
4. Clarification on credit of courses without validation for students with Associate in Arts, 66 units from another university, and previous bachelor's degree (students in second degree programs)
5. Clarification on withdrawal/cancellation of enlistment
6. Persons with Special Needs.

Thank you.