



*Ika-109 na
Pangkalahatang
Pagtatapos*

2020 UPD
Commencement Guide

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Dear 2020 Graduates,

Congratulations! This guide is meant to help you with arrangements leading to the graduation rites, the most awaited event of your academic life.

Your College Secretary's Office will further assist you on graduation-related matters. You may course queries through them.

GENERAL INFORMATION FOR GRADUATES

The 2020 General Commencement Exercises

26 July 2020, Sunday

Live Stream

Program starts 7 AM

Application for university clearance, transcript of records, and certificate of graduation

July 2020 graduates can apply for fast-track processing of university clearance, transcript of records, and certificate of graduation via online. Forms and processes are available at <https://crs.upd.edu.ph>.

FEES

University Clearance (30 PHP) and Graduation (300 PHP) fees

University Clearance application process is available at <https://our.upd.edu.ph/files/announce/ucapp.pdf> . Embedded in the application for University Clearance is the process for the payment of graduation fee.

Official Transcript of Records (OTR) (two pages): 200 PHP

OTRs exceeding two pages will be charged additional fees.

Additional copies require additional fees.

Kindly note that processing of transcripts may take longer than usual because of the volume of requests. Downloadable ToR application form is available at <https://our.upd.edu.ph/forms/tor.pdf>

Certificate of Graduation (one copy): 30 PHP

Downloadable certificate of graduation application form is available at <https://our.upd.edu.ph/forms/tor.pdf>

ACADEMIC COSTUME

Formal clothing should be worn with the *Sablay* as a sign of respect for the official academic costume and to preserve the solemnity and dignity of the occasions when it is worn.

A. For Females

- Dress color : Ecrú/Beige/Cream
- Dress style : Preferably with sleeves or if sleeveless, worn with shawl or *bolero*
- Dress length : Any length below the knee up to the ankle
- Shoe style : Formal shoes
- Accessories : Jewelry should be at a minimum; preferably earrings and necklace only

B. For Males

- Barong top : Ecrú/Beige/Cream
- Pants : Black
- Shoes and socks : Black

Sablay Length

Mid-thigh for aesthetic and practical purposes, allowing for movement

Paraphernalia such as College pins and hood may be worn with the *Sablay* during the College Recognition Rites but not during the General Commencement Exercises when only the UP pin is recommended.

The *Sablay* should not be worn with a hat by either male or female.

Ensure your graduation attire is appropriate and complete for the commencement exercises. The UP *Sablay* hangs from the right shoulder.

INSTRUCTIONS FOR COLLEGE SECRETARIES

Dissemination of commencement guide

College Secretaries are tasked to disseminate Commencement Guide link. Graduating students can download an e-version from the following web links:

<http://our.upd.edu.ph> or <https://crs.upd.edu.ph>

OTHER REMINDERS

College Flag

College flags and accompanying belts are to be turned over to the Office of the Vice Chancellor for Student Affairs by 20 July , Monday. Kindly coordinate with Ms. Sittienor Domato from OVCSA via ovcsa@upd.edu.ph for alternative arrangements.

Distribution of souvenir programs

Graduating students are requested to claim the Souvenir program from their respective Colleges. The OUR will announce through the College Secretary's Office the details on how to claim the souvenir programs.

Distribution of Summa cum laude and PhD medals

Summa cum laude and PhD graduates are requested to claim their medals from their respective colleges. The OUR will announce through the College Secretary's Office the details on how to claim the medals.

HOW TO SHIFT THE SABLAY

<https://our.upd.edu.ph/images/sablaysanim.gif>



Step 1



Step 2



Step 3

Illustrated by Miggy Camacho