



UNIVERSITY OF THE PHILIPPINES DILIMAN

Office of the University Registrar

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26 May 2011

MEMORANDUM ECA NO. 11-01

TO: ALL COLLEGE SECRETARIES

FROM: 
PROF. HEIDI EMILY E. ABAD
Assistant University Registrar

RE: COLLEGE SECRETARIES MEETING

Please be informed that there will be a College Secretaries Meeting on June 2, 2011 (Thursday) at 1:30 pm at the OUR Conference Hall, 3rd floor, OUR Building.

Agenda :

- Introduction of new OUR officials
- First Semester Registration Activities
- Review of the Policy On Late Payment Appeals
- Info Re: Bracket A & Bracket B
- Announcement for Payment Centers (For Posting)
- Curriculum Checklists
- Other Matters

REGISTRATION ACTIVITIES FOR YEAR 2011

CLASS SUBMISSION SCHEDULES:

SUMMER 2011February 14, 2011 to March 1, 2011
(Monday) (Tuesday)

FIRST SEMESTER
2011-2012March 1, 2011 to March 31, 2011
(Tuesday) (Thursday)

SECOND SEMESTER
2011-2012.....September 5, 2011 to October 3, 2011
(Monday) (Monday)

REGISTRATION ACTIVITIES FOR SUMMER 2011

March 1, 2011 to March 14, 2011Priority encoding
(Tuesday) (Monday)

March 1, 2011 to March 14, 2011.....Pre-enlistment 1
(Tuesday) (Monday)

March 15, 2011Batch 1 Run & Results
(Tuesday)

March 16, 2011 to March 30, 2011.....Pre-enlistment 2
(Wednesday) (Wednesday)

March 31, 2011.....Batch 2 Run & Results
(Thursday)

**April 12, 2011 & April 13, 2011 ... Summer Registration
(Tuesday) (Wednesday) Period**

**April 14, 2011.....Summer Classes Start
(Thursday)**

**May 19, 2011.....End of Summer Classes
(Thursday)**

**May 23 & 24, 2011Final Exams (Summer)
(Monday & Tuesday)**

**May 30, 2011.....Deadline for Submission of
(Monday) Summer Grades**

ADVANCE REGISTRATION FOR NEW FRESHMAN

MAY 2 - 6, 2011.....Advance Registration for
(Monday to Friday) New Freshman

February 15, 2011
(Tuesday) to
March 18, 2011
(Friday)Freshman Confirmation

March 28, 2011..... Confirmation of Final Course
(Monday) Assignments(Waitlisted &
DPWS)

April 4, 2011 to
(Monday)
April 26, 2011.....Pre-Enlistment Period
(Tuesday)

**April 27, 2011.....Batch Processing & Results
(Wednesday)**

**April 28, 2011.....Printing of Form 5As (OUR)
(Thursday)**

**April 29, 2011.....Releasing of FORM 5As to
(Friday) Colleges**

**June 6, 2011.....Regular Registration for
(Monday) new freshman who failed to
enroll during the Advance
Registration**

**June 14, 2011.....Start of Classes
(Tuesday)**

REGISTRATION ACTIVITIES FOR THE FIRST SEMESTER 2011-2012

May 9, 2011 (Monday).....Start of Issuance of
University Admission Slips to
all types of students

May 9, 2011 to May 20, 2011.....Priority Encoding
(Monday) (Friday)

May 9, 2011 to May 20, 2011.....Pre-enlistment 1
(Monday) (Friday)

May 21, 2011Batch processing 1 & Results
(Saturday)

May 23, 2011 to May 31, 2011....Pre-enlistment 2
(Monday) (Tuesday)

June 1, 2011.....Batch processing 2 & Results
(Wednesday)

June 3, 2011.....Printing of Form 5 A by students
(Friday)

June 6, 2011.....E-Prerog for New Freshman &
Graduating Student Only

October 10, 2011Start of Issuance of

June 7, 8, & 9, 2011.....E-Prerog for Undergraduate &
(Tuesday, Wed, Thursday) Graduate Students

October 4 -October 14, 2011.....Start of Priority Encoding

June 10 & 13, 2011E-Prerog for all students
(Friday & Monday) including Cross-Registrants,
Non-degree (OUR), Special
Students

June 14, 2011.....Classes Start(FirstSemester
(Tuesday) 2011-2012)

October 18 to October 28, 2011.....Pre-enlistment 2
(Tuesday) (Friday)

October 29, 2011Batch Run 2 & Results
(Saturday)

October 31, 2011.....Printing of Form 5 A by
(Monday) students

REGISTRATION ACTIVITIES FOR THE SECOND SEMESTER 2011-2012

October 10, 2011 Start of Issuance of
(Monday) University Admission Slips
to all types of students

October 4 -October 14, 2011..... Start of Priority Encoding
(Tuesday) (Friday) Students

October 4- October 14, 2011..... Pre-Enlistment 1
(Tuesday) (Friday) Semester 2011-2012)

October 15, 2011 Batch Run 1 & Results
(Saturday)

October 18 to October 28, 2011..... Pre-enlistment 2
(Tuesday) (Friday)

October 29, 2011 Batch Run 2 & Results
(Saturday)

October 31, 2011..... Printing of Form 5 A by
(Monday) students

PAYMENT CENTERS:

November 3, 2011.....E-Prerog for New
(Thursday) Freshmen & Graduating
Students Only

November 4, 2011E-Prerog for Undergraduate
(Friday) & Graduate Students

November 7 & 8, 2011E-Prerog for all students
(Monday & Tuesday) including Cross-Registrants,
Non-degree (OUR), Special
Students

November 9, 2011.....Classes Start (Second
(Wednesday) Semester 2011-2012)

• LANDBANK OF THE
PHILIPPINES (LBP)

UP DILIMAN RF

Code No. 1462-1031-38

• DEVELOPMENT BANK OF
THE PHILIPPINES (DBP)

Code No. 0455-0244-58-030

PAYMENT CENTERS:

- **OUR -3RD FLOOR**

- **UP CASHIER'S OFFICE
(near PNB)**

- **LANDBANK OF THE
PHILIPPINES (LBP)**

**UP DILIMAN RF
Code No. 1462-1031-38**

- **DEVELOPMENT BANK OF
THE PHILIPPINES (DBP)**

Code No. 0455-0244-58-030

**ATTENTION: THOSE
WHO PAID IN THE
BANKS, PROCEED TO :**

Our, 3rd floor

Or

UP CASHIER'S OFFICE

**FOR ONLINE
VALIDATION OF
YOUR PAYMENT.**