



UNIVERSITY OF THE PHILIPPINES DILIMAN

*Office of the University Registrar*

Phone 981-8500 ext. 4551, 4552, 4553 / 927-6084 \* P.O. Box 161, Diliman, QC 1101 \* email: our@up.edu.ph

20 June 2013

OUR-MEMORANDUM NO. 013-23

TO: ALL STUDENT RECORDS EVALUATORS

THROUGH: COLLEGE DEANS and COLLEGE SECRETARIES

FROM:   
EVANGELINE C. AMOR, Ph.D.  
University Registrar

SUBJECT: BRIEFING ON SRE SEMINAR-WORKSHOP

We are requesting attendance of Student Records Evaluators to a Briefing on SRE Seminar-Workshop on Friday, 21 June 2013 at 3pm. The agenda will be:

1. Proposed Program
2. Approved Budget
3. Transportation Details
4. Voucher Preparation
5. Things to Bring

Thank you very much for your cooperation.