

28 April 2015

MEMORANDUM ECA NO. 15-23

TO:

College Secretaries & Graduate Coordinators

THROUGH:

The Dean

FROM:

MARILYN R. CANTA, Ph.D

Assistant University Registrar

SUBJECT:

Official Dropping

At its 03 March 2015 meeting, the CSAPG resolved the following:

Dropping is reflected in the student's records as "DRP" under the grades column although "DRP" is not officially listed as a grade per University rules. Thus, "DRP" is deemed submitted on the date when payment of dropping fee is made. This will automatically be reflected in the student's transcript of records.

For your information and guidance please.

Thank you very much.