



UNIVERSITY OF THE PHILIPPINES DILIMAN  
*Office of the University Registrar*

T.M. Kalaw St. corner Quirino St., U.P. Diliman, Q.C. 1101 ▪ P.O. Box 161, U.P. Diliman, Q.C. 1101  
Direct Line 927-6084 ▪ U.P. Diliman Trunk Line No. 981-8500

20 February 2019

OUR Memorandum No. MTTP 2019-04

To: All College Secretaries and Graduate Program Coordinators

Through: The Deans

From:   
MA.THERESA T. PAYONGAYONG, PhD  
University Registrar

Subject: **Distribution of Notices of Deficiencies of Students**

We are forwarding a list of students from your college on provisional admission for the Second Semester AY 2018-2019 pending submission of certain requirements. They have yet to clear their deficiencies as of this date. These students are tagged as ineligible to enroll because of their deficiencies. Please remind them to submit all required documents on or before 23 March 2019 to avoid registration problems in the Midyear 2018-2019 / First Semester 2019-2020.

We request your assistance in distributing the attached notices to these students.

Thank you very much for your cooperation.

**CONFIDENTIALITY NOTICE:**

The notices provided include sensitive personal information covered under the Limited Use and Release Policy of the Office of the University Registrar and the Data Privacy Act of 2012. As such, College Secretaries and Graduate Program Coordinators are requested to abide by the following confidentiality notice:

1. Sensitive personal information of students in the attached notices will be kept confidential.
2. The notices are for distribution to concerned students alone and will not be made available for Third Party use.