




23 July 2020

OUR Memorandum No. MVPLO 2020-08

To: **College Secretaries**

Through: **Deans and Directors**

From: 
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University Registrar
Member-Secretary, UC Committee on Student Admissions, Progress and Graduation
(CSAPG)

Subject: **Documentary requirements for CSAPG appeals of undergraduate students with thesis as remaining deficiency prior to graduation**

At its 18 July 2020 meeting, the University Council Committee on Student Admissions, Progress and Graduation (CSAPG) resolved that appeals concerning undergraduate students who are candidates for graduation with thesis as the only remaining deficiency are required to submit the following as supporting documents:

1. A copy of the thesis draft;
2. Endorsement letter from thesis adviser; and
3. Progress report

For your information and guidance, please.

Thank you very much.