



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@upd.edu.ph

14 January 2025

MEMORANDUM RQB 2025-01

TO: College Secretaries and Graduate Program Coordinators


FROM: ROWENA QUINTO-BAILON, PhD
University Registrar

SUBJECT: College Secretaries and Graduate Program Coordinators In-Person Meeting

Please come to the in-person meeting of the College Secretaries and Graduate Program Coordinators on Monday, 27 January 2025, 9:00 AM at the 3/F OUR Conference Room.

AGENDA:

1. Adoption of the proposed agenda
2. Approval of the previous Minutes of CSecs and GPCs meeting
3. Matters arising from the Minutes of the Previous Meeting
4. Assessment of the Second Semester AY 2024-2025 Registration
5. Proposed Academic Calendar AY 2025-2026
6. Reminder on Evaluation of Student Records