



Reference No.: BatStateU-FO-OSD-02

Effectivity Date: May 18, 2022

Revision No.: 02

WRITTEN WARNING FOR VIOLATION OF NORMS OF CONDUCT

Date: _____

Name: _____

The Office has received a letter/ report on _____ from
_____ complaining that you _____

Your behavior was a violation of Section _____ of the Norms of Conduct for
College
Students, to wit, _____

This memorandum constitutes a formal warning and informs you that, unless your behavior
changes to an acceptable level, further disciplinary action will follow. Any question regarding
this
memorandum should be addressed to _____

NAME
Head, Student Discipline/
Coordinator, Student Discipline

Pursuant to Republic Act No. 10173, also known as the Data Privacy Act of 2012, the Batangas State University, the National Engineering University recognizes its commitment to protect and respect the privacy of its customers and/or stakeholders and ensure that all information collected from them are all processed in accordance with the principles of transparency, legitimate purpose and proportionality mandated under the Data Privacy Act of 2012.

cc: Parent/Guardian
Guidance and Counseling
Dean/Head, Academic Affairs