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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| C:\Users\QMR\Downloads\BatStateU NEU Logo (1).png | | | | Reference No.: BatStateU-FO-OSD-02 | | Effectivity Date: May 18, 2022 | | Revision No.: 02 | | | | | |
| **WRITTEN WARNING FOR VIOLATION OF NORMS OF CONDUCT** | | | | | | | | | | | | | |
| Date: | | | | | | | | | (date) | | | |  |
| Name: | | | (name) | | |  | | | | | | | |
|  | |  | | | |  | | | | | | | |
|  | |  | | | |  | | | | | | | |
|  | | | | The Office has received a letter/ report on (date2) from (name1) | | | | | | |  | | |
|  | | complaining that you (complain) | | | | | | | | |  | | |
|  | |  | | |
|  | |  | | |
|  | |  | | | | | | | | |  | | |
|  | | | | Your behavior was a violation of Section | | (section) | of the Norms of Conduct for College | | | |  | | |
|  | | Students, to wit, norms | | | | | | | | |  | | |
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|  | |  | | | | | | | | |  | | |
|  | | | | 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 coord | | | | | | | | |
|  | |  | | |  | | | | |  | | | |
|  | | | | | | | | | | | | | |
|  | **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*