



**UACSC**  
UNIVERSITY OF THE ASSUMPTION  
CENTRAL STUDENT COUNCIL

November 11, 2022

**Mr. Joey M. Suba, DIT**  
Dean, College of Information Technology, Computing and Library Science  
University of the Assumption

Dear Dean Suba,

Greetings of peace and all goodness!



As the gleeful chime of Christmas bells draws near, the University of the Assumption Central Student Council extends a heartfelt invitation to your office for this year's **CAPASCUAN** event on **December 02, 2022**, at the **UA Façade**, with the theme **"HIUAGA: A Night of Memoria and Caritas."**

True to its theme, this celebration seeks to recollect the memories of the Assumptionist tradition of commemorating the nativity of our Lord through creative expression and showcase of talents. Furthermore, this event pursues a deeper essence of nurturing our Christian values through the charitable works integrated into the program.

Presented below is the revised schedule of activities for the event:

DATE	TIME	ACTIVITY	VENUE
December 1, 2022	7:30 AM to 3:00 PM	<b>UA CHRISTMAS VILLAGE</b> Booth contest preparation	UA FACADE
December 2, 2022	7:30 AM to 4:30 PM	<b>UNIVERSITY-WIDE CHRISTMAS SOUND TRIP</b>	
	8:00 AM to 4:30 PM	<b>UA CHRISTMAS VILLAGE</b> Booth contest opening and judging period	
	5:00 PM to 7:30 PM	<b>EVENING PROGRAM</b>  LV. Opening Ceremonies LVI. Welcoming Remarks LVII. UA Chorale Performance LVIII. Dance Performance LIX. Announcement of Winners LX. UA Christmas ID & Gift Giving LXI. Closing Remarks LXII. Lighting of Façade LXIII. Bibingka and Iced Coffee booth	




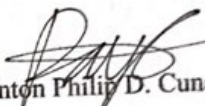
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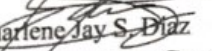
In light of these plans, it is with delight that the UACSC invites the creative students of the College of Information Technology, Computing and Library Science to participate in one of the activities mentioned: the **Christmas Village Booth contest**. Attached herewith this letter are the rules and guidelines for the activity. Our team is open to welcome and entertain any of your questions and concerns.

Together with your office, the UACSC hopes and looks forward to celebrating a meaningful night of Christmas filled with memories and compassion. Thank you very much, and God bless. Hail Assumption!

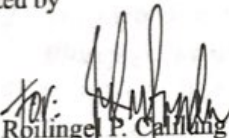
Respectfully yours,

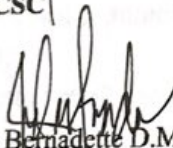
  
Rosalie Carmel E. Perez  
Chairperson, Capascuan  
Asst. Secretary, UACSC

  
Ray Anton Philip D. Cunanan  
Co-chairperson, Capascuan  
Asst. Public Information Officer, UACSC

  
Sharlene Jay S. Diaz  
Co-chairperson, Capascuan  
Executive Asst. to the President, UACSC

Noted by

  
Mr. Rolingel P. Canilang  
Adviser, UACSC

  
Mrs. Precious Bernadette D.M. Estrada, MMPM  
Director, Office of Student Affairs





**CAPASCUAN 2022**  
**CHRISTMAS VILLAGE BOOTH CONTEST**

**PARTICIPATION:**

1. Only the bonafide students of the University of the Assumption for the academic year 2022-2023 are qualified to participate. Furthermore, students can only represent their respective schools or college:
  - College of Information Technology, Computing and Library Science
  - College of Engineering and Architecture
  - School of Arts and Sciences
  - School of Education
  - School of Business and Public Administration
  - College of Accountancy
  - College of Hospitality and Tourism Management
  - College of Nursing and Pharmacy
  - UA Junior High School
1. Each school or college must have **one (1) team leader**. They will be added to a group chat where further announcements will be posted.
2. The number of students involved during the preparation day is restricted to a **maximum of fifteen (15) students** per school or department.
3. To ensure that all colleges are abiding by this aforementioned rule, there will be a **registration** to get the names of the participants. During the preparation date, UACSC officers will randomly check if the students per booth did not exceed the maximum capacity stated.
4. Students are allowed to consult their respective college faculties for ideas and guidance, but the booth design must be **purely produced by the students' handwork**.

**PREPARATION:**

1. Participants will be given **one (1) whole day to set-up the booths** for the Christmas Village event. The date of preparation is on December 01, 2022.
2. The criteria for judging are as follows:
  - a. **AUDIENCE ENGAGEMENT - 25%**
  - b. **CREATIVITY - 25%**
  - c. **RELEVANCE TO THE THEME - 20%**
  - d. **ORIGINALITY - 20%**
  - e. **CLEANLINESS - 10%**
3. The participants must utilize the **standard-sized tent** provided by UACSC as the base of the Christmas booth.
4. The location of the booths shall be determined by **drawing lots**.

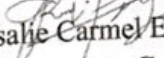


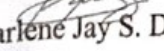
5. Each booth must be creatively **named** by the participants.
6. The criterion of creativity encompasses the maximized usage of reused, upcycled, and indigenous materials. Excessive spending is discouraged.
7. The Christmas booths shall not only be creative but also interactive. To achieve this, participants may **incorporate games, exhibits, freebies, or any other gimmicks** that will attract **audience engagement**.
8. Any gimmicks are allowed as long as it does not disturb the peace and harmony of the village or impose health and safety hazards.
9. The booths must reflect the theme of the event, which is to celebrate the Christmas spirit through memories and compassion.
10. The participants are expected to practice **CLAYGO** for both days of the event.

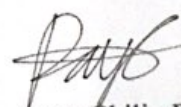
#### **PRESENTATION:**

1. The Christmas Village will be open to visitors and judges on Capascuan Day, December 02, 2022.
2. During this day, each booth is allowed a **maximum of five (5) participants** to stay inside the booth and entertain the incoming guests. Participants may decide on shifts and substitutions as long as they do not exceed the maximum capacity stated.
3. Each booth must be equipped with a **sanitation kit** that will be utilized to disinfect any material that the guests have touched before the next guest will use it.
4. Presenters are allowed to wear costumes that they deem fit in the concept of their booths, provided that it is decent fashion.
5. (*refer to the criteria*) The scores from the judges (75%) and the audience votes (25%) shall be added to get the final score of each college.
6. All participants will receive an award in the form of certificates. Additionally, the **top three (3) entries** will receive cash prizes.

Prepared by:

  
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**Chairperson, Capascuan**  
**Asst. Secretary, UACSC**

  
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