



## Republic of the Philippines

**Isulan Campus, Isulan, Sultan Kudarat, 9805  
Province of Sultan Kudarat**

CERTIFIED  
150 4001 2018  
Certificate No.  
PEL 190039

## OFFICE OF THE CAMPUS DIRECTOR

TO/FOR: College Deans / Program Chairmen Date: July 9, 2020  
Subject: OVPAAC Attached Memo

**Action/s Needed:**

- for your information and perusal
  - for appropriate action/compliance
  - for comments/suggestion/recommendation
  - for signature/Approval
  - please come for a meeting/briefing

*Remarks:*

**ELMER C. BUENAVIDES, DIT**  
Campus Director



SULTAN KUDARAT STATE UNIVERSITY  
ACCESS Campus, EJC Montilla, Tacurong City



OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

MEMORANDUM ORDER NO. 045, s. 2020

TO: CAMPUS DIRECTORS  
CAMPUS DEANS  
COLLEGE DEANS (ACCESS CAMPUS)  
This University

FROM: JUNITO P. MARCELINO, PhD  
OIC-Vice President

SUBJECT: CLASS PROGRAM INITIALIZATION INTO UNIVERSITY MANAGEMENT INFORMATION SYSTEM (UMIS)

DATE: July 6, 2020

1. This is a reiteration of Memorandum Order No. 036, s. 2020, urging all Campus Directors, Deans, and College Deans of ACCESS Campus, to direct their respective program chairpersons to finalize and start encoding their respective class programs in the UMIS with the Campus Registrar.
2. Further, you are hereby requested to submit a final copy of the list of validated students of your campus as basis for the office to decide whether to cater/accommodate transferences.
3. For your guidance and strict compliance.

NOTED:

ROLANDO F. MECHANOV, RPAE, PhD  
University President

