

ADMIN HOME

COORDINATOR PORTAL

DASHBOARD

Home

Student Discipline

Student Organizations

Student Labor

Request for Good Moral

ANNOUNCEMENT

Student Organization

Write

Post

To All Student Clubs/Organizations Recognition and Re-Accreditation

The student organization writes a letter of intent to the Office of Student Affairs and Services (OSAS) duly signed by its President and Adviser indicating submission of the required documents enumerated in the checklist as follows:

A. Recognition

1. Application Letter
2. Mission, Vision, Statement
3. Notarized Affidavit of Leadership (highest officer - President and adviser)
4. Resolution (duly signed) (CDA)
5. Letter of Permission
6. Letter of Consent
7. Action and Financial Plan
8. List of Officers and Members
9. Constitution/By-Laws
10. Official Logo
11. Letter of Intent of the Adviser

B. Re-accreditation

1. Accomplishment Report
2. Audited Financial Statement
3. List of Officers with current active number
4. List of Members
5. Notarized affidavit of the adviser (Regular Faculty member) that he/she is willing to be the adviser of the club/organization
6. Notarized affidavit of the highest officer of the organization (president) owning responsibility for whatever activities to be undertaken by the organization
7. Action and Financial Plan A.Y. 2018-2019
8. CBL with Official logo

Note: Should include Mission, Vision and Statement.

CALENDAR

2021 JULY

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOTIFICATIONS

Admin, Mr. Labrador sent complaint form to you.

Mr. Winky, sent a request form for Good Moral Certification.

Mr. Mesh, sent a request form for Good Moral Certification.

Admin, Mr. Wongia sent complaint form to you.

SITS Organization upload files for accreditation.

STUDENT DISCIPLINE

COORDINATOR PORTAL

DASHBOARD

Home

Student Discipline

Complaints

Response

Student Organizations

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Request for Good Moral

Table for Student Discipline


Nr	Complainant	College	Program/Course	Year	Section	Time of Incident	Date of Incident	Location of Incident	Name of Person Being Complained	Designation of Person Being Complained	Details	Witnesses of Incident	Action Taken	
1	Ken Shen		BSIT		1IT1	Jul-12-2021	Jul-12-2021	PECC-GYM	Blu Weel	Student	Bullying	-----		Notify Defendant
2	Mistiko Kho		BSABE		1A	Jul-12-2021	Jul-12-2021	PECC-GYM	Sham Pho	Faculty	Bullying	-----	Refer to Dean	Notify Defendant

Table for students request for complaints, red button kay notify defendant(maam kendi's 1st action)

STUDENT ORGANIZATION


COORDINATOR PORTAL									
Kendi Arsitio									
DASHBOARD									
Home > Student Discipline > Student Organizations >									
New Organization Applicants Recognized Organizations Unrecognized Organizations Student Labor > Request for Good Moral >									
Nr	Name of Organization	Name of Governor/President	Name of Adviser	Accomplishment Report Findings	Audited Financial Statement Findings	PPMP	WFP	Action Plan	Status
1	Togum Campus Student Council	Joey King	Nam Nam	Submitted	Submitted	Submitted	Submitted	Submitted	Recognized
2	League of Class Mayors	Boe Suzy	Nancy	Submitted	Submitted	N/A	N/A	Submitted	Unrecognized


Table for Student Org





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Kendi Arsitio




New Organization




The Troops



The New Knew













The Troops




The New Knew


Show5entries



Search

Organization Name	Files Submitted	Date of Submission	Semester	Remarks	Action
The Troops	Complete	Jul 18, 2021	1st Sem	-----	<div>View<div>Action</div></div>
The New Knew	Complete	Jul 18, 2021	1st Sem	-----	<div>View<div>Action</div></div>
The Troops	Complete	Jul 18, 2021	1st Sem	-----	<div>View<div>Action</div></div>
The New Knew	Complete	Jul 18, 2021	2nd Sem	-----	<div>View<div>Action</div></div>
Newcomers	Lacking Files	Jul 18, 2021	2nd Sem	-----	<div>View<div>Action</div></div>

New Org. na Submodule


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Kendi Arsitio



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Name of Organization: The Troops

Files Submitted

Application Letter

Vision Mission Statement

Notarized Affidavit of Leadership

Resolution (change/edit CBL)

Letter of Permission

Letter of Consent

Action and Financial Plan

List of Officers and Members



Constitutional-by-Laws


Official Logo


Letter of Intent of the Adviser



Approved

Disapproved

Newcomers	Lacking Files	Jul 18, 2021	2nd Sem	-----	 View  Action
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List of Officers and Members



Constitutional-by-Laws


Official Logo

Letter of Intent of the Adviser

Approved


Disapproved

Newcomers	Lacking Files	Jul 18, 2021	2nd Sem	-----	 View  Action
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Application Approved!


OK




Tagum Campus
Student Council




Society of Information
Technology Students




Organization of Future
Elementary Educators



Association of Future
Secondary Teachers




Society of Agricultural
and
Biosystems Engineering
Students




THE LIGHT™
Official School
Publication

Files Submitted



Action Plan


Comments:



Import
Screenshot Here


Write

Post



Accomplishment
Report Findings


Comments:



Import
Screenshot Here


Write

Post



Audited Financial
Statement Findings


Comments:



Import
Screenshot Here


Write

Post



PPMP


Comments:



Import
Screenshot Here


Write

Post



WFP


Comments:



Import
Screenshot Here

Write

Post



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RECOGNIZED ORGANIZATIONS

Kendi Arsitio






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UNRECOGNIZED SCHOOL CLUBS/ORGANIZATIONS



Files Submitted

 Action Plan	Comments: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	 Import Screenshot Here <input type="button" value="Write"/> <input type="button" value="Post"/>
 Accomplishment Report Findings	Comments: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	 Import Screenshot Here <input type="button" value="Write"/> <input type="button" value="Post"/>
 Audited Financial Statement Findings	Comments: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	 Import Screenshot Here <input type="button" value="Write"/> <input type="button" value="Post"/>




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Print summary of org



STUDENT LABOR

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Application of SL table, ma view tanang nag apply for student LAbor



**COORDINATOR
PORTAL**





Kendi Arsito



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Semester
Yearly
College
Department

Student Labor Applicants							
Nr	Name	Course	Year	Semester		Immediate Supervisor	Status



**COORDINATOR
PORTAL**





Kendi Arsito



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Salary
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Nr	Name	Course	Year	Semester	Assigned Office	Immediate Supervisor	Action

If ever na approved ng application kay ma view dre ang names sa student list

Then iclick ra ang name sa student na gusto himuan ug DTR so mao ni maview


**COORDINATOR
PORTAL**



Kendi Arsitio



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[Salary](#)
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Student Labor Salary Voucher


Name of Student:	Kesig Joy Sasam	School Year:	2019-2020
Course & Year:	3rd Year BSIT	Semester:	1st Semester
Assigned Office:	NSTP Office	Month:	July
Type of Labor:	Paid Labor	Status:	Renewal


Total No. of Hours:	160 Hrs	Total Salary:	Php 3,200.00
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Noted by:	Approved by:
_____	_____
Accounting Staff	Admin

Print


REQUEST FOR GOOD MORAL




**COORDINATOR
PORTAL**



Kendi Arsitio



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













Nr	Last Name	First Name	Middle Name	Degree	Course	Major	School Year	Purpose	O.R Number	Date/Time Requested	Issued Date & Year	Action
1	David	Kylie	Jenner	-----	BSEd	Math	2017-2018	Req. for Transfer	119294	Jun 29, 2021	Jul 05, 2021	
												
												
												
												
												
												
												
												
												
												

Table for GMC



COORDINATOR PORTAL





Kendi Arsitio














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May
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July
August
September
October
November
December






Nr	Last Name	First Name	Middle Name	Degree	Course	Major	School Year	Purpose	Date/Time Requested	Issued Date & Year	Action
1	David	Kylie	Jenner	-----	BSEd	Math	2017-2018	Req. for Transfer	Jun 29, 2021	Jul 05, 2021	
											
											
											
											
											
											
											
											
											
											

Filter



COORDINATOR PORTAL





Kendi Arsitio














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December

Nr	Last Name	First Name	Middle Name	Degree	Course	Major	School Year	Purpose	Date/Time Requested	Issued Date & Year	Action
1	David	Kylie	Jenner	-----	BSEd	Math	2017-2018	Req. for Transfer	Jun 29, 2021	Jul 05, 2021	
											
											
											
											
											
											
											
											
											
											

Request Certification



University of Southeastern Philippines
Tagum-Matina Campus
Office of Student Affairs and Services

CERTIFICATION

This is to certify that per records on file, _____ is a graduate of the University of Southeastern Philippines, Tagum – Matina with the degree of _____ major in _____.

Records of this office show that he/she was not reported or charged for any misbehavior or infraction against the school's rules and regulations.

This certifies further that _____ possesses good moral character during his/her stay in this University.

This certification is being issued upon the request of _____ for _____ purposes only.

Issued this ____ day of _____ at USeP-Tagum – Matina Campus, Tagum City.

KENDI B. ARSITIO
OSAS -Coordinator, Tagum Unit

C.R.A.
Not valid without the University Seal



Print

Mao ni ma view if eclick ang button sa action sa table list

Print

Total: 1 page

Printer:

Save as PDF

SAVECANCEL

Pages

All

e.g. 1-3, 9, 11-13

Pages per sheet


1

Options:

☐ Background Graphics

PRINT

CANCEL



University of Southeastern Philippines

Tagum-Mabini Campus

Office of Student Affairs and Services

CERTIFICATION

This is to certify that per records on file, _____, is a graduate of the University of Southeastern Philippines, Tagum – Mabini with the degree of _____ major in _____ SY. _____.
Records of this office show that he/she was not reported or charged for any misbehavior or infraction against the school's rules and regulations.

This certifies further that _____ possesses good moral character during his/her stay in this University.

This certification is being issued upon the request of _____ for _____ purposes only.


Issued this ____ day of _____, at USEP Tagum – Mabini Campus, apokon, Tagum City.

KENDI B. ARSITIO
OSAS –Coordinator, Tagum Unit

O.R.S.
Not valid without the University Seal

USEP OFFICE OF STUDENT AFFAIRS AND SERVICES
TAGUM-MABINI CAMPUS
Tagum City, Davao Region 8

Telephone: 092-222-1000 / 092-222-1001
Email: osas@usep.edu.ph
www.usep.edu.ph



Print na ang GMC

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