

### **Guidelines for Scholars While Staying In-Campus During Class Hours:**

1. Be present during your classes, whether online or in-person, unless there is a valid reason. The subject teacher will take note of your attendance during the session.
2. Turn on your cameras for the subject teacher to see you during online classes. Furthermore, be in presentable appearance (i.e., in kempt attire) and in a location that is conducive to learning (i.e., not lying down).
3. Ensure the cleanliness of your assigned classroom at all times. Please report immediately to your advisers any damages, missing equipment, or unsafe conditions in the classroom.
4. The use of the Academic Hub and the gymnasium is not allowed for non-academic purposes during class hours except for activities with permits (e.g., graduation practice). However, you may use these facilities beyond class hours and during weekends, still keeping in mind the dormitory curfew.

You can use the Academic Hub and the gymnasium beyond class hours and during weekends only except for activities with permits (e.g, graduation practice).

5. Basketball and volleyball shall only be played in the gymnasium, and badminton in the Academic Hub. If faculty and staff are playing using the said facility, you can make arrangements or schedule your games in the allowed periods.

You can play basketball and volleyball in the gymnasium and badminton in the Academic Hub. If faculty and staff are playing using the said facility, you can make arrangements or schedule your games in the allowed periods. (Refer to Guideline no. 4 for the allowed time.)

6. Keep in mind the minimum health protocols in all your undertakings in the campus.

Approved by:



**JOSEPH P. HORTEZUELA**  
CID Chief