

UNIVERSITY OF THE PHILIPPINES DILIMAN QUEZON CITY

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OFFICE OF THE CHANCELLOR

5 September 2019

MEMORANDUM NO. MLT 19-167

TO

ALL CONCERNED

SUBJECT

Implementation Guidelines on the Grant of Free Higher

Education for Academic Year 2019-2020

In a meeting held on 04 September 2019, the College Secretaries and Graduate Program Coordinators discussed the Implementation Guidelines for the Grant of Free Higher Education for AY 2019-2020 released through OVPAA & OVPPF Joint Memorandum No. 9 and have agreed to implement the policies stipulated in the guidelines, and to forward to my office a resolution assigning the Accounting Office in the preparation of billing reports with the assistance of the Office of the University Registrar (OUR).

As Chancellor, I affirm the decision to implement the policies stipulated in the guidelines, and approve the resolution to assign the Accounting Office in the preparation of billing reports with the assistance of the OUR. With this memorandum are:

- (1) the form for opting out of the Free Tuition and OSF privilege;
- (2) the flowchart for opting out;
- (3) the flowchart for extension of Free Tuition and OSF grant; and
- (4) the schedule for the completion of the registration process for Juris Doctor and undergraduate students for the First Semester 2019-2020.

For your guidance.



MICHAEL L. TAN, Ph.D Chancellor

Action of the UNIVERSITY REGISTRAR:

Approved Forward Noted
Disapproved to EC, CS, 6PC
AND POST DID CRS

MA. THERESA Y MONGAYONG, Ph.D.
University Registrar
Date: 9/5/9

UNIVERSITY OF THE PHILIPPINES DILIMAN OFFICE OF THE UNIVERSITY REGISTRAR

VOLUNTARY OPTING OUT OF THE FREE TUITION AND OTHER SCHOOL FEES FORM

STUDENT COPY		Sei	nester:	AY:	
COLLEGE:					
NAME:					
PROGRAM:					
STUDENT NO:	_				
REASON FOR OPTING OUT:					_
	. <u> </u>				
Lundersigned attest that					
I, undersigned, attest that I have been made aware of the Free Tuition and Otl	her School Fe	ees (OSF) sub	sidy grante	d by RA 10931	and that
may voluntarily opt-out of it.		() 000	/ O. 311401	_,	
This decision to opt-out is voluntary and not done u	ınder duress.				
I have the financial capacity to pay the tuition and C			above.		
			21/52 22/1/2		
		SIGNATURE (ED NAME	
	DATE:		<u></u>		
I, parent/guardian of the student above, am informing th	ha callaga af m	u consent to u	oluntarily on	ting out of the	Eroo Tuition
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os, granica e, incasoca					
	PARENT/GU	JARDIAN'S SI	SNATURE O	VER PRINTED	NAME
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SIGNATURE OVER PRINTED NAME OF PERSON-IN-C	HARGE		Unive	rsity Registrar	
DATE:					
space for notarization					

UNIVERSITY OF THE PHILIPPINES DILIMAN OFFICE OF THE UNIVERSITY REGISTRAR

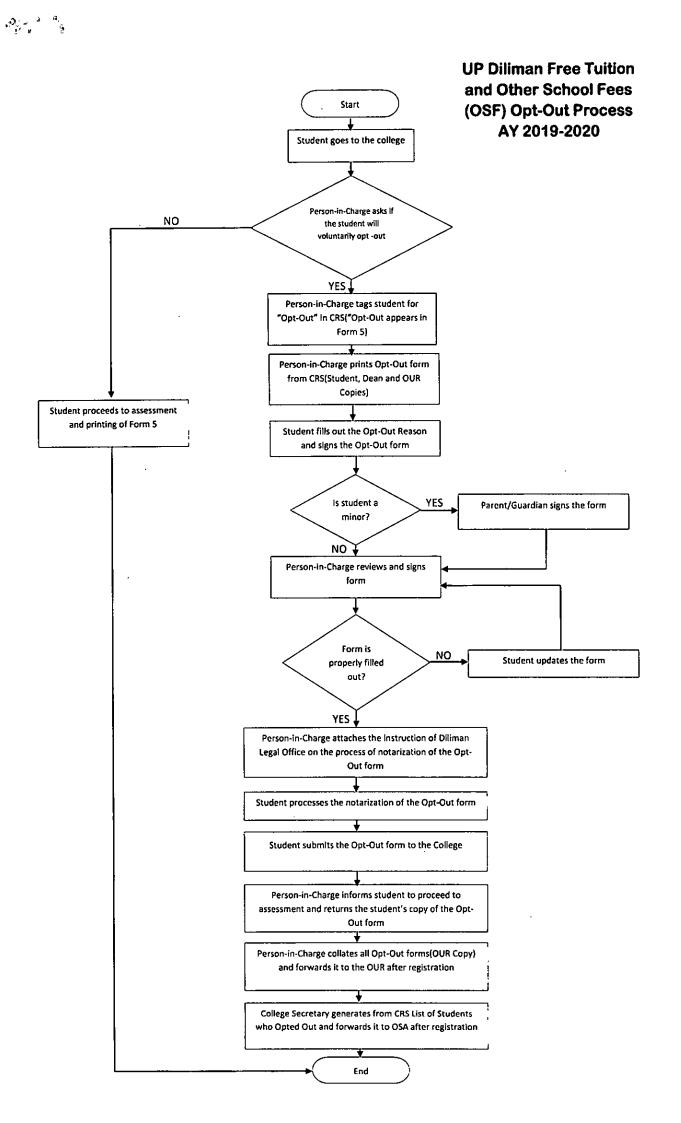
VOLUNTARY OPTING OUT OF THE FREE TUITION AND OTHER SCHOOL FEES FORM

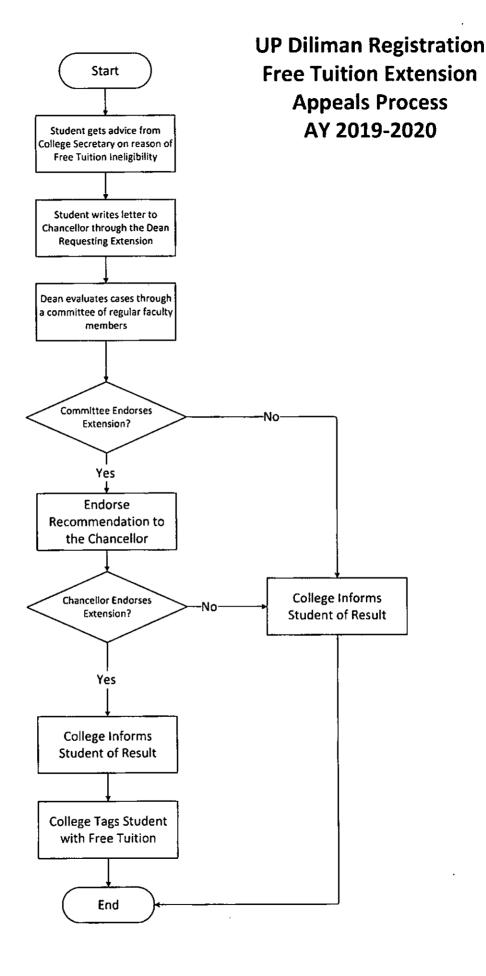
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COLLEGE:				
NAME:				
PROGRAM:				
STUDENT NO:				
REASON FOR OPTING OUT:				
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	STUDENT'S SIGNATURE OVER PRINTED NAME			
			ED ITAITE	
		····		
l, parent/guardian of the student above, am informing t OSF granted by RA 10931.	the college of my	consent to voluntarily op	ting out of the Free Tuitio	
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	DATE:	ANDIAN 3 SIGNATURE O	VER PRINTED NAIVIE	
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SIGNATURE OVER PRINTED NAME OF PERSON-IN-	CHARGE		. PAYONGAYONG, PhD	
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DATE:				
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UNIVERSITY OF THE PHILIPPINES DILIMAN OFFICE OF THE UNIVERSITY REGISTRAR

VOLUNTARY OPTING OUT OF THE FREE TUITION AND OTHER SCHOOL FEES FORM

OUR COPY		Semester:	AY:
COLLEGE:			
NAME:			
PROGRAM:			
STUDENT NO:			
REASON FOR OPTING OUT:			
I, undersigned, attest that I have been made aware of the Free Tuition and Ot may voluntarily opt-out of it. This decision to opt-out is voluntary and not done to I have the financial capacity to pay the tuition and G	under duress. OSF for the term STUDENT'S SIG	specified above.	
	DATE:		
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Received by: SIGNATURE OVER PRINTED NAME OF PERSON-IN-C DATE:	CHARGE	·	<u>r. PAYONGAYONG, PhD</u> ersity Registrar
	CHARGE	·	





SCHEDULE FOR THE COMPLETION OF THE REGISTRATION PROCESS FOR JURIS DOCTOR AND UNDERGRADUATE STUDENTS FOR THE FIRST SEMESTER 2019-2020

DATE	ACTIVITY
September 6, 9, & 10, 2019	Assessment and Printing of Form 5
(Friday, Monday & Tuesday)	
September 6, 9-13, 2019	Payment, if applicable
(Friday, Monday-Friday)	