

SCHEDULE OF ACTIVITIES
School Year 2015 – 2016

FIRST SEMESTER

Month of July	Registration Period
July 25-30	On Boarding and Orientation of New Employees
August 17	Founder's Day
August 17	CLASSES BEGIN
August 28	Freshmen Campus Treat and Orientation
August 31	Submission of Syllabi
September 5	Recollection and Acquaintance Day of Students
September 9-10	Election of SBO Officers and SML Officers
September 21-26	Prelim Examination
September 28-October 3	Prelim Special Examination
September 30	Student – Administration Dialogue
October 23-24	Intramurals
October 25	Co-Founder's Day
November 3-7	Midterm Examination
November 9-14	Special Midterm Examination
December 18	Submission of Faculty Clearance (For Probationary Employees)
December 14-19	Final Examination
December 19	CLASSES END
December 19	Christmas Program
December 21-23	Final Special Examination
December 29	Submission of Grades
January 4	Deliberation of Grades/Faculty Clearance (For Regular Employees)

SECOND SEMESTER

January 11-15	On Boarding and Orientation of New Employees
January 11-16	Registration Period
February 1	Submission of Syllabi
January 18	CLASSES BEGIN
January 22	Annual Thanksgiving & Dedication Service
February 26	Annual Service Awards and Employee Recognition Ceremony
February 26-27	College Days
February 22-27	Prelim Examination
February 29-March 5	Special Prelim Examination
April 4-8	Midterm Examination
April 6	Student – Administration Dialogue
April 11-16	Special Midterm Examination
February 26-27	College Days
March 16	City Fiesta
May 6	Recognition Day
May 9	Deliberation of Grades/Submission of Faculty Clearance (For Probationary)
May 16-21	Final Examination
May 23-28	Special Final Examination
May 27	Submission of Final Grades
June 4	Baccalaureate and Graduation

JUNE-JULY

June 6-11	Registration Period
June 13	CLASSES BEGIN
June 23-25	Prelim Examination
June 27	Special Prelim Examination
July 7-9	Midterm Examination
July 11	Special Midterm Examination
July 18	Submission of Staff Clearance
July 21-23	Final Examination
July 25	Special Final Examination
July 31	Recollection and Team Building of Employees
July 31	Submission of Faculty Clearance (For Regular)

Prepared by:

LESTER B. BACAGAN
Acting Registrar

Noted by:

JOSE P. MAINGGANG, Ed.D.
Executive Director