May 28, 2019

THE ACADEMIC COMMUNITY
DE LA SALLE UNIVERSITY-DASMARIÑAS
City of Dasmarinas, Cavite

Subject: SPECIAL TERM SCHEDULE

Dear Members of the Academic Community:

Greetings in the name of St. La Salle!

This is to inform you of the following schedule of offices during the Special Term 2019 from June 3 to August 2, 2019:

- All offices except Aklatang Emilio Aguinaldo
  - Monday to Friday – 8:00 am to 5:00 pm

- Graduate studies departments
  - Monday to Friday – 8:00 am to 5:00 pm (with one day off for selected departments)
  - Saturday – 8:00 am to 5:00 pm

- Aklatang Emilio Aguinaldo
  - Monday to Friday – 7:00 am to 6:00 pm
  - Saturday – 8:00 am to 5:00 pm

- Office of the Registrar document issuance and clearance counters, cashier, and other offices to attend to transactions during Saturdays
  - Monday to Friday – 8:00 am to 5:00 pm
  - Saturday – 8:00 am to 12:00 nn (skeletal force)

Please be guided accordingly.

Yours in St. La Salle,

DEODORO E. ABIOG II, CPA
Vice Chancellor for Finance and Administrative Services

Approved:

BR. GUS L. BOQUER FSC, EdD
President/Chancellor

cc: File