



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao
ifsu9720@yahoo.com Fax: 0783051351

MEMORANDUM No. 41 – 2011

**TO: ALL ADMINISTRATIVE PERSONNEL IN THE NEW ADMINISTRATION BLDG.
ALL EMPLOYEES AND OFFICIALS WHO ARE ENGAGE IN ACCREDITATION**
This University

FROM: SERAFIN L. NGOHAYON, PH.D.
University President

**SUBJECT: ATTENDANCE DURING THE ACCREDITATION SURVEY VISIT ON DECEMBER 27-
29, 2011**

Date: December 8, 2011

1. The Accrediting Agency of Chartered Colleges and Universities in the Philippines (AACUP) had scheduled the accreditation survey visit of the Information Technology (level II) and Agricultural Technology (level III – phase 2) programs on December 27-29, 2011 (see attach letter from AACUP).
2. In relation to the scheduled important activity, all employees working in the new administration building and all employees and officials engage in the accreditation of said programs are required to be present/report to work on December 27-29, 2011.
3. Said employees are advised to avoid filing leave during the said dates.
4. For your commitment and guidance.


SERAFIN L. NGOHAYON, PH.D.
University President

Cc: VP for Administration and Finance, VP for Academic Affairs, Director - HRD, Campus Director, Deans, Dept. Chairpersons, Records, File



ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES (AACUP), INC.

Suite 812 Future Point Plaza 1, 112 Panay Avenue, South Triangle 1103, Quezon City
Tel.: (632) 415-9016; 410-1305 * Fax: (632) 415-8995 *E-mail: aaccup@gmail.com

December 6, 2011

DR. SERAFIN L. NGOHAYON

President
Ifugao State University (IfSU)
Lamut, Ifugao

Dear President Ngohayon,

This is to confirm the schedule of the Accreditation Survey Visit to your programs on December 27-29, 2011. The following have been invited to compose the Survey Teams:

DR. MARIO S. SUBA – COORDINATOR

INFORMATION TECHNOLOGY
2nd Survey

Prof. Romeo P. Evangelista - NVSU
Team Leader

Dr. Mario S. Suba - CLSU Prof. Oscar Bangayan - ISU
Prof. Zoraida E. Bartolome (*Lib.*)- CLSU

AGRICULTURAL TECHNOLOGY
3rd Survey –Phase 2
(December 27 only)

Dr. Mario S. Suba - CLSU

MAY I REQUEST YOU TO PLEASE FETCH THE SURVEY TEAMS ON MONDAY, DECEMBER 26, 2011 AT THE CLSU, MUNOZ, NUEVA ECIJA AT 1:00 P.M. and AT THE NVSU, BAYOMBONG, NUEVA VIZCAYA AT 3:30 P.M., FOR THEIR TEAM TRAVEL TO YOUR INSTITUTION.

Please remit to AACUP, Inc. the amount of P31,000 representing:

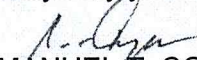
Accreditation fee for the one (1) program, 3rd Survey-Phase 2 P 6,000
Accreditation fee for the one (1) program, 2nd Survey P 23,000
Materials fee for the two (2) programs @P1,000 each P 2,000

AACUP will pay the honorarium of the Accreditors and shoulder their other expenses. It is understood that your school will provide for their board and lodging.

Once again I commend your steadfast cooperation, and congratulate you for your efforts in promoting quality education through accreditation.

Best wishes.

Very truly yours,


MANUEL T. CORPUS
Executive Director