



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM No.41, s. 2013

TO : JOCELYN A. GUIMPATAN
Registrar II
This University

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

SUBJECT : Authority to Head the Admissions and Registrar
Services of IFSU Main Campus

DATE : November 25, 2013

With the sudden demise of Mrs Anita Nam-on, Registrar III and Designated Director for Admission and Registrar services, you are hereby tasked to head and take charge of the Office of Admissions and Registrar Services of IFSU main campus.

You are therefore authorized to sign any official document where the signature of the registrar is needed. Sign as Registrar II.

Please ensure proper functioning and operation of the office until further notice.

Cc: VP for Academic Affairs, Chief Administrative Officer, Director Luisa Valencia, CHED-CAR, file