



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

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MEMORANDUM No. 54 -2012

TO : MRS. GENEROSE S. OGNAYON
Instructor I
College of Education
This University

FROM : 
SERAIN L. NGOHAYON, PhD
University President

SUBJECT: CONTRACT IMPLEMENTATION ENTERED INTO WITH IFUGAO
STATE UNIVERSITY

DATE : October 1, 2012

1. In June 2007, you have entered into a contract with the University to pursue your Master in Statistics under full scholarship grant, where you were allowed to go on full study leave, with your salary, bonuses and other emoluments given within the period SYs 2007-2009.
2. Our records show that as of today you still failed to produce evidence to show that you have successfully finished your studies within the prescribed period and even after the lapse of the grace period granted which is May 31, 2012.
3. You are therefore hereby notified that the University shall start collecting payments of all monetary benefits given to you during your study leave as stipulated in the contract by November 1, 2012 if you still fail to show proof that you have complied with the contract agreement, that is, that you have finished your studies.
4. For your information and guidance.

Cc: Director, DHRD
Dean, College of Computer Sciences
Director for Finance

SLN/sicm

received
[Signature]
10/4/12