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**Office of the Vice President for Academic Affairs**

21 July 2020

**OVPAA Memorandum No. 2020-81**

**For: Vice Chancellors for Academic Affairs**

Through the CU Chancellors

*CRUT*

**From:** Maria Cynthia Rose Banzon Bautista  
Vice-President for Academic Affairs

**Re: Completion of Deferred Grades for the Second Semester AY 2019-2020**

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In its 8 July 2020 meeting, the Academic Affairs Committee resolved to request the Presidential Advisory Council (PAC) to decide on whether or not a graduating student with deferred grades in the Second Semester AY 2019-2020 would need to enroll in residency when completing the adjusted requirements of a course with deferred grade.

The Implementing Guidelines of the UP System Policy on the Second Semester of AY 2019-2020 in the Time of COVID-19 stipulates the following under Section 6 on the Grading System:

- 6.1.3** Where there is no sufficient basis for giving students a grade as of the end of the semester, grades shall be deferred. Students have up to 31 May 2021 to complete the adjusted course requirements.
- 6.1.3.1** Upon completion by the students on or before 31 May 2021, the faculty shall proceed as follows:
  - 6.1.3.1.1** To students who are able to satisfactorily comply with the adjusted course requirements, give a numeric grade.
  - 6.1.3.1.2** To students who are unable to comply with the requirements for whatever reason, whose status is failing or whose performance is unsatisfactory, DROP the student. The students may re-enroll the same course or equivalent subject in succeeding semesters.

At the meeting held on 9 July 2020, the PAC clarified that the provision in section 6.1.3 of the implementing guidelines effectively extends residency to 31 May 2021. Thus, there is no need for the student to enroll in residency when completing the course.

If the student fails to complete by 31 May 2021, section 6.1.3.1.2 of the implementing guidelines will apply. The resulting gap in AY 2020-2021 will be annotated as "LOA - COVID19".

For your guidance please.

Thank you.