



|   | 1st term  | 2nd term  | 3rd term                                 | Bridging term |
|---|---|---|--|---------------|
| <b>Confirmation of Enrollment (payments and refunds)</b>                                  |   |   |  |               |
| Deadline of payment without surcharge   | Aug. 28 (W)   | Jan. 4 (S)  | Apr. 25 (S)                              | Aug. 11 (T)   |
| Deadline of payment with surcharge  | Sept. 11 (W)  | Jan. 20 (M)   | May 11 (M)                               | Aug. 13 (H)   |
| End of enrollment   | Sept. 11 (W)  | Jan. 20 (M)   | May 11 (M)                               | Aug. 13 (H)   |
| Payment with surcharge; Application for tuition refund for course dropped                 | Aug. 29-Sept. 11  | Jan. 6-20   | Apr. 24-May 11                           | Aug. 12-13    |
| <b>Schedule of Classes /Exams</b>   |   |   |  |               |
| <b>Start of classes</b>   | Aug. 29 (H)   | Jan. 6 (M)  | Apr. 27 (M)                              | Aug. 12 (W)   |
| <b>Midterm Examinations Week</b>  | Oct. 10-16  | Feb.17-22   | June 8-13<br>June 26 (F)                 | Aug. 18 (T)   |
| Midterm Exams for Friday classes  |   |   |  |               |
| Students' online viewing of midterm grades  | Oct. 10-Nov. 6  | Feb. 17-Mar. 14<br>Apr. 6 (M)                             | June 8-July 4                            | Aug. 18-20    |
| classes follow Thursday schedule  |   |   |  |               |
| classes follow Friday schedule  |   |   | July 28 (T)<br>July 30 (H)               |               |
| classes follow Friday schedule  |   |   |  |               |
| classes follow Saturday schedule  |   |   |  |               |
| Free day  |   |   |  |               |
| <b>Final Examinations Week</b>  |   |   |  |               |
| Students' online viewing of final grades  | Dec. 2 (M)<br>Dec. 3 (T)<br>Dec. 4-10<br>Dec. 4-Jan. 18 | Apr. 13 (M)<br>Apr. 14 (T)<br>Apr. 15-21<br>Apr. 15-May 9 | Aug. 1 (S)<br>Aug. 3-8<br>Aug. 3-Sept. 5 | Aug. 25 (T)   |
| <b>Current Term Enrollment Adjustments</b>  |   |   |  |               |
| Course Dropping Period with retention fee   | Aug. 29-Sept. 11  | Jan. 6-18   | Apr. 27-May 11                           | Aug. 12-13    |
| Submission to the Registrar of approved course withdrawal                                 | Sept. 12-Oct. 2   | Jan. 20-Feb. 8  | May 12-June 1                            | Aug. 14-15    |
| <b>Enrollment Schedules for the Following Term</b>  |   |   |  |               |
| Submission to the Registrar of approved application for return                            | Sept. 12-Dec. 3   | Jan. 20-Apr. 14   | May 12-July 31                           |               |
| Students' online enlistment   | Oct. 17-23  | Feb. 24-29  | June 15-20                               | May 18-23     |
| Students' Online viewing of approved courses  | Nov. 4-9  | Mar. 9-14   | June 29-July 4                           | May 26-30     |
| Students' online pre-enrollment   | Nov. 18-29  | Mar. 23-Apr. 3  | July 13-25                               | June 1-6      |
| Start of Printing of Enrollment Assessment Form (EAF)                                     | Dec. 4-Jan.24   | Apr. 8-May 16   | July 30-Sept. 16                         | June 8-13     |
| Students' online adjustment (ADD/DROP)  | Dec. 4-5  | Apr. 15-16  | Aug. 3-4                                 |               |
| Students' online encoding of approved adjustment (Change schedule)                        | Dec. 9-10   | Apr. 20-21  | Aug. 7-10                                |               |
| Printing of late enrollment form  | Jan. 3-11   | Apr. 23-May 4   | Aug. 24-Sept. 2                          |               |
| Late enrollment (in line)   | Jan. 3-4  | Apr. 23-24  | Aug. 24-25                               | Aug. 11 (T)   |
| Appeal for late enrollment  | Jan. 6-11   | Apr. 27-May 4   | Aug. 27-Sept. 2                          | Aug. 12 (W)   |
| <b>Graduation-related Schedules</b>   |   |   |  |               |
| Orientation for graduating students (for HRIM students - to be announced)                 | Sept. 19 (H)  | Jan. 29 (W)   | May 20 (W)                               |               |
| Filing of request for evaluation of records for graduating students.                      | Sept. 19-25   | Jan. 29-Feb. 5  | May 20-27                                |               |
| Students are encouraged to request for evaluation two terms prior to expected graduation. |   |   |  |               |
| <b>Last day of clearance for students expecting to graduate</b>                           | Dec. 17 (T)   | Apr. 28 (T)   | Aug. 15 (S)                              | Aug. 26 (W)   |
| Online Application of Notice of Graduation  | Dec. 4-10   | Apr. 15-21  | Aug. 3-8                                 | Aug. 13 (H)   |
| Submission of Notice of Graduation to join the Commencement exercises                     | Jan. 6-11   | May 4-9   | Aug. 17-24                               | Aug. 28 (F)   |
| Graduation Mass and Rehearsal   | Feb. 15 (S)   | June 30 (T)   | October 17 (S)                           |               |
| Commencement exercises  | Feb. 22 (S)   | July 4 (S)  | October 24 (S)                           |               |
| <b>Shifting Schedules</b>   |   |   |  |               |
| Releasing of shifting forms/change of track; Counselors' endorsement period for shifting  | Sept. 12-Oct. 2   | Jan. 20-Feb. 10   | May 12-June 1                            |               |
| Shifting test schedule  | Sept. 17, 20, 24<br>27, Oct. 4                          | Jan. 24, 28, 31<br>Feb. 4, 7, 11                          | May 15, 19, 22<br>26, 29, June 5         |               |
| Deadline of submission of approved shifting form to the Registrar                         | Oct. 11 (F)   | Feb. 14 (F)   | June 10 (W)                              |               |
| <b>National or local non-working holidays (No classes)</b>                                |   |   |  |               |
| All Saints Day  | Nov. 1 (F)  |   |  |               |
| All Souls Day   | Nov. 2 (S)  |   |  |               |
| Bonifacio day   | Nov. 30 (S)   |   |  |               |
| Feast of the Black Nazarene   |   | Jan. 9 (H)  |  |               |
| Chinese Lunar New Year's Day  |   | Jan. 25 (S)   |  |               |
| People Power Anniversary  |   | Feb. 25 (T)   |  |               |
| Araw ng Kagitingan  |   | Apr. 9 (H)  |  |               |
| Holy Week   |   | Apr. 9-11   |  |               |
| Labor Day   |   |   | May 1 (F)                                |               |
| Observance of Eid'l Fitir   |   |   | May 25 (M) tentative                     |               |
| Independence day  |   |   | June 12 (F)                              |               |
| Manila Day  |   |   | June 24 (W)                              |               |
| Observance of Eid'l Adha  |   |   | July 31 (F) tentative                    |               |
| Ninoy Aquino Day  |   |   |  | Aug. 21 (F)   |
| National Heroes Day   |   |   |  | Aug. 31 (M)   |
| <b>School holidays</b>  |   |   |  |               |
| School holiday as declared by the Office of the Chancellor                                |   | Apr. 8 (W)  |  |               |
| School holiday as declared by the Office of the Chancellor                                | Oct. 31 (H)   |   |  |               |
| <b>Special Days</b>   |   |   |  |               |
| Feast of Saint John Baptist de La Salle   |   | Apr 7 (T)   |  |               |
| Feast of Saint Benilde Romancon   |   |   |  | Aug. 13 (H)   |
| <b>TERM BREAK</b>   | Dec. 11-Jan. 5  | Apr. 22-26  | Aug. 9-26                                |               |
| <b>Faculty Members Schedules</b>  |   |   |  |               |
| Faculty access to online encoding of midterm grades                                       | Oct. 10-30  | Feb. 17-Mar. 14   | June 8-July 4                            |               |
| Deadline of submission of the online grading sheets to the RO                             | Oct. 30 (W)   | Mar. 14 (S)   | July 4 (S)                               |               |
| Faculty access to online encoding of final grades   | Dec. 4-12   | Apr. 15-23  | Aug. 3-11                                |               |
| Deadline of submission of the printed grading sheets to RO                                | Dec. 12 (H)   | Apr. 23 (H)   | Aug. 11 (T)                              |               |
| <b>* Academic Advisers' Schedule</b>  |   |   |  |               |
| Academic advisers' online course approval   | Oct. 24-30  | Mar. 2-7  | June 22-27                               | May 26-30     |
| Academic advisers' online adjustment approval & Students' viewing                         | Dec. 6-7  | Apr. 17-18  | Aug. 5-6                                 |               |
| Academic advisers' advising for late enrolmment/appeal                                    | Jan. 3-11   | Apr. 23-May 4   | Aug. 27-Sept. 2                          | Aug. 11-12    |

**Disclaimer:**  
The calendar of activities may change due to cancellation of classes. An advisory will be issued on the changes made.

**Legend:**  
- with changes in the calendar of activities