




OFFICE OF STUDENT HOUSING
University of the Philippines Diliman
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MEMORANDUM NO. SLT-2021-004

TO : UP DILIMAN DORMERS

FROM : 
SARAH F. LUMBA-TAJONERA
Officer-in-Charge, Office of Student Housing

SUBJECT : 2ND SEM 2020-21 DORM CHECKOUT AND MIDYEAR ARRANGEMENTS

DATE : 03 JUNE 2021

OSH is issuing the following guidelines to all Residence Halls to facilitate the checkout process for the Second Semester of AY2020-21 and to prepare the dorms for the coming Midyear Term as most of the country continues to be under various degrees of community quarantine due to the Covid-19 pandemic:

1. All dormers are requested to submit to their respective dorm managers their completed "Intent Form for Midyear 2021" on or before **11 June 2021**.
2. Student dormers are expected to check out three days after the last day of final exams at the latest, unless they will be enrolling in the Midyear Term.
3. Student dormers who will not be enrolling in the Midyear but who wish to stay in the dorms during this period must write an appeal letter addressed to the OIC of OSH and must submit it, together with supporting documents if necessary, to the OIC through their respective Dorm Managers on or before **18 June 2021**. Only those with a compelling reason to stay during the Midyear will be allowed to do so.
4. Those who will be staying during the Midyear will of course still be subject to the New Normal UPD Residence Hall Guidelines released on December 2020.

Cc: OVCSA