



OFFICE OF STUDENT HOUSING
University of the Philippines Diliman
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MEMORANDUM NO. SLT-2022-002

TO : UP DILIMAN DORMERS
FROM : SARAH F. LUMBA-TAJONERA
Officer-in-Charge, Office of Student Housing
SUBJECT : MIDYEAR 2021-22 DORM CHECKOUT
DATE : 7 JUNE 2022

Below are some important dates and reminders relative to the conclusion of the Second Semester AY 21-22:

1. To allow the residence halls to carry out various preventive maintenance, student dormers are expected to checkout three (3) days after the last day of final exams, at the latest (**15 August 2022**). Those who need to stay beyond the last day of checkout for the current semester must have a compelling reason to extend for mid-year in their respective dormitories. They must write an appeal letter addressed to the OIC of OSH and must submit it, together with supporting documents (e.g. endorsement from the college), if necessary, to the OIC through their respective Dorm Managers on or before **16 August 2022**.
2. Student dormers who are allowed to extend their stay for a few weeks after the checkout day will continue to be charged their monthly rate and will still be subject to the Updated New Normal UPD Residence Hall Guidelines (2022).
3. Those who are granted extension still need to apply for a dorm slot for AY 2022-23.

Cc: OVCSA