



# COLLEGE OF SCIENCE

University of the Philippines  
Diliman, Quezon City 1101  
Philippines



ADMAPA Form 19 (Revised 03-2018)

## RETURN FROM ABSENCE WITHOUT LEAVE (AWOL) \*

Date : \_\_\_\_\_

**DR. PERRY S. ONG**  
Dean  
College of Science  
U.P. Diliman

Thru Channels :

Dear Dean Ong,  
This is to request to return from Absence without Leave (AWOL). (Please state your reason below.)


Respectfully yours,

\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Degree Program

\_\_\_\_\_  
Student Number

**Endorsed by :**

**Recommending Approval :**

\_\_\_\_\_  
**Program Adviser**

\_\_\_\_\_  
**Director / Program Coordinator**

**Recommending Approval :**

**APPROVED :**

\_\_\_\_\_  
**IAN KENDRICH C. FONTANILLA, Ph.D.**  
Associate Dean for Mentoring Academic Progress and Advancement

\_\_\_\_\_  
**PERRY S. ONG, Ph.D.**  
Dean

**Instructions :**

Accomplish the form, Student Directory (to be issued by the Graduate Office), and updated Program of Study (1 original and 1 photocopy) (to be issued by your respective unit).

**NOTE** that if the student was on AWOL for a year, a medical certificate is required. If certificate is issued other than by the University Health Service, please present said certificate to the Graduate Office Staff, who will provide the request of issuance of medical certificate to the University Health Service.

\* For endorsement and recommending approval of the unit concerned. Submit to the Graduate Office for signature of the ADAA and approval of the Dean. After the form has been signed, Graduate Office Staff will issue a request for University Admission Slip (UAS). Pay Php 225.00 AWOL fee at the U.P. Cashier's Office and proceed to the Office of the University Registrar for issuance of UAS together with the medical certificate. Return the UAS, Student Directory and Program of Study to the Graduate Office, then update your profile. Proceed to the unit for enlistment.

Associate Dean for Mentoring Academic Progress and Advancement  
(Graduate Office)  
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