

**COLLEGE OF SCIENCE**  
**University of the Philippines**  
**Diliman, Quezon City**

**Undergraduate Scholastic Rules AY 2018-2019**

**1. GOOD SCHOLASTIC STANDING**

- 1.1 A student of the College of Science is in good scholastic standing at the end of a semester if s/he passes at least three-fourths (3/4) of the total academic load enrolled in that semester.
- 1.2 A student is in good scholastic standing at the end of an academic year if she/he passes at least twenty-four (24) academic units during the academic year.

**2. PROBATION**

A student of the College of Science who passes at least 3 academic units at the end of a semester, but fails to pass three-fourths (3/4) of the total academic load which s/he carried in that semester shall be placed on probation in the succeeding semester.

The student shall be required to undergo counseling at the University Counseling Office and to submit a counseling certificate before his/her registration in the succeeding semester.

The probation may be lifted by obtaining grades of "3.00" or better in at least 3/4 of the units in which s/he has final grades in the succeeding semester.

**3. DISMISSAL**

A student shall be dismissed from the College of Science for any of the following scholastic deficiencies:

- 3.1 Failure to pass at least (3) academic units in one semester.
- 3.2 Failure to pass at least twenty-four (24) academic units during the academic year.
- 3.3 PROBATION status for two (2) consecutive semesters.
- 3.4 Failure to abide by the retention rules of his/her degree program.
- 3.5 Incurring an absence without leave (AWOL) status twice.

Students who are dismissed from the College of Science due to deficiencies listed above may be readmitted to the College upon the recommendation of the Institute Director.

The procedure in applying for readmission is as follows:

1. Write a letter of appeal addressed to the Dean of the College of Science through the College Secretary.
2. Apply for a True Copy of Grades (TCG) at the Office of the College Secretary (OCS).
3. Submit the letter of appeal, TCG and plan of study to the OCS before the deadline. Fill out the Appeal for Readmission Form and follow the steps at the back of the form.
4. The OCS will release the result of appeal.

#### 4. ABSENCES WITH OR WITHOUT LEAVE

- 4.1 A student who is granted an official leave of absence for one (1) semester shall be deemed in good scholastic standing if s/he passes at least twelve (12) units during the rest of the academic year.
- 4.2 A student who incurs an absence without leave (AWOL) may be readmitted into the college only upon strong recommendation of the institute concerned and the approval of the Dean and subject to certain academic conditions to be determined by the College Secretary in consultation with the institute concerned.
- 4.3 A student who incurs an AWOL for the second time shall be dismissed automatically from the College.

#### 5. COMPUTATION OF SCHOLASTIC STANDING

- 5.1 An academic year consists of the first semester, second semester, and the immediately succeeding summer.
- 5.2 An academic load refers to the total number of academic units which a student matriculates for in a semester or summer.
- 5.3 For the computation of three-fourths (3/4) of the total academic load carried in one semester the following table shall be used:

Academic Load	3/4 Load	Academic Load	3/4 Load
12	9	18	13
13	10	19	14
14	10	20	15
15	11	21	16
16	12	22	16
17	13	23	17

#### IMPORTANT DATES FOR AY 2018-2019

	<b><u>1<sup>ST</sup> SEM</u></b>	<b><u>2<sup>ND</sup> SEM</u></b>
1. Last Day of Dropping	Wed., 31 October	Thurs., 11 April
2. Last Day for filing LOA	Fri, 16 November	Mon, 29 April
3. End of Classes	Mon, 03 December	Tues, 14 May
4. Final Exams	Wed, 05 – Thurs, 13 Dec.	Thurs, 16 – Thurs, 23 May
5. Christmas Vacation	Saturday, 15 December 2018	