



DE LA SALLE
MEDICAL AND HEALTH SCIENCES INSTITUTE

DLSMHSI is a CHED Autonomous HEI and an
Associate Member of Asean University Network - Quality Assurance

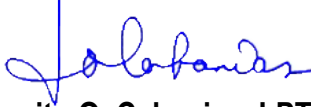
OFFICE OF THE
VICE CHANCELLOR
FOR ACADEMICS

Reference No.: OVCA-20-21-26

April 11, 2021

To: **The Academic Community**

Through: **Channels**

From: 
Juanito O. Cabanias, LPT, PhD
Vice Chancellor

Subject: **Work from Home Arrangements for All Academic Personnel and Suspension of Students' Short-term Academic Transaction and Stay at DLSMHSI Facilities on April 12-30, 2021**

Greetings in St. La Salle!

Please be informed that all academic personnel (*administrators, faculty and non-teaching personnel*) across colleges and departments shall observe Work from Home arrangements on April 12-30, 2021 following the Guidelines for Areas placed under the Modified Enhanced Community Quarantine. Likewise, the Academic Community is hereby advised that the Short-term Academic Stay and Transaction for students ages 20 and above maximizing 3-4 hours of stay for limited pre-identified services and facilities are still suspended up to April 30, 2021. This includes the following:

- Submission of academic requirements
- Collection of learning materials
- Consultation with academic professors
- Use and access of limited learning facilities such as the library and among others
- Thesis/Dissertation defense, and
- Taking of Special Final examination

Note: *All academic transactions shall be done online following the platforms and arrangements set by each of the colleges and departments.*

Thank you very much.

cc: Office of the President, Office of the Chancellor, All VCs, HRM, File