



# Institutional Bulletin

Series 7 of 2018

## BIR Form 2316

Until February 20, 2018

All Lasallian Partners are reminded to claim their BIR Form 2316 not later than February 20, 5:00 PM at the Cashier's Office. Failure to claim and file each BIR Form will result to being charged with a penalty of ONE THOUSAND PESOS (P 1 000), as per Revenue Regulation No. 011-13.

As an additional reminder, partners are expected to secure their Community Tax Certificate (cedula) from their nearest barangay offices. The presented cedula must also reflect the personnel's gross income as indicated on his or her BIR Form 2316.

Please be guided accordingly.

## International Farmers Summit Philippines 2018

February 21, 2018 to February 23, 2018

All interested individuals are encouraged to attend the International Farmers Summit Philippines 2018, on February 21 – 23 at SMX Convention Center Mall of Asia in Pasay City. The admission to watch the exhibition or to join the technical training school and forum is free. The summit will be participated in by over 100 local and foreign companies.

The summit highlights the following events: International Practitioners Summit, The Pig Show, Business to Business Forum, Summit Discussions, and Golf Tournament.

## 2018 Graduation Pictorial Schedule

February 22 to February 26, 2018

Please be reminded that the 2018 Graduation Pictorial has been scheduled from February 22-26, 9:00 AM – 6:00 PM at the St. Miguel Room, Study Center 1 (BRF). College assignments are as follows:

February 22	College of Veterinary Medicine and Agricultural Sciences AgriVet Sciences Institute
February 23	College Business, Management, and Accountancy
February 24	Graduate Studies Recognized Student Organizations
February 26	College of Education College of Arts, Sciences, and Technology
February 22 to 24	Lasallian Partners

Please bring the official receipt of your pictorial fee during your actual pictorial schedule. Individuals who fail present their receipts will not be accommodated. For more information please visit the university's official Facebook page ([www.facebook.com/DLSAranetaU](http://www.facebook.com/DLSAranetaU))

## Online Faculty Performance Evaluation, SY 2017-2018 Term 3

February 22 to March 9, 2018

To provide an objective assessment of our professors' planning and preparation, classroom management, instruction and professional responsibilities, the Online Faculty Performance Evaluation facility for Senior High School (SHS), Tertiary Education (TED) and Graduate Studies Department students will be available starting February 22 and will remain open until March 9.

All students are required to access the facility at [www.ebalwasyon@dlsau.edu.ph](http://www.ebalwasyon@dlsau.edu.ph) within the two-week evaluation period. Failure to do so will result to students being blocked from viewing their grades. The facility can be readily accessed any time, from any desktop or mobile device, as long as it is connected to the Internet.

To ensure that all students are able to participate in the online faculty evaluation this term, computers at the library can be used by students to access the online faculty evaluation facility.

New SHS, TED and Graduate Studies students are requested to get their official DLSAU email accounts from the Information Technology Center to be able to access the online evaluation facility.

Please be guided accordingly.

## Health and Wellness Seminar for Partners

March 1 and March 22, 2018

All Lasallian partners are invited to attend health and wellness seminars on March 1 and 22, 3:00 - 5:00PM, at the College AVR. The seminars will be handled by representatives from Intellicare.

To ensure the smooth and continues delivery of services, interested partners are advised to coordinate their attendance in the said seminars with their respective office/department heads.

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*Mr. Christopher N. Polanco*  
Chancellor