



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE THE PRESIDENT
No. D307, s. 2025

TO : ALL GUIDANCE PERSONNEL – NEMSU CAMPUSES
DATE : August 22, 2025
SUBJECT : UNIVERSITY-WIDE 2ND QUARTERLY WORKSHOP OF GUIDANCE PERSONNEL



Greetings of peace and solidarity.

In line with our continuous efforts to strengthen collaboration, share best practices, and enhance the overall support services provided to our students, the **University-Wide 2nd Quarterly Workshop of Guidance Personnel is scheduled on September 3, 2025, from 8:00 AM to 5:00 PM at the Old Boardroom.**

The workshop will cover the review and evaluation of enrollment-related guidance activities, the planning and alignment of guidance programs for the new academic year, strategies to support first-year students' adjustment to the university, and the discussion of immediate student concerns and cases.

All guidance personnel from various campuses are enjoined to attend this important activity. Your participation will ensure a more unified approach in delivering effective guidance services to our students.

Transportation and travel expenses shall be charged against available local funds of the campuses, subject to the government's accounting and audit rules and regulations. Thank you for your active cooperation.

For your information and compliance.

For the grassroots and in the spirit of vibrant leadership,


NEMESIO S. LOAYON, PhD
SUC President III



Republic of the Philippines
North Eastern Mindanao State University

List of Participants

NEMSU Tandag

Jenevieve P. Babao, PRm, RGC

Hannah Shaira G. Estose, RPm

Micah F. Navales, RPm

Corazon G. Buenaventura, RPm

Lheanne L. Medrano

NEMSU Lianga

Joan M. Zartiga, RGc

Jan Ryan Pagapulaan, RPm, CHRA

NEMSU Tagbina

DB June Amolata, RPm, RGC

NEMSU Bislig

Ginalyn Estose, RGC

NEMSU Cantilan

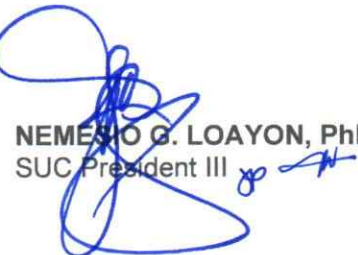
Grace Cadenas, RGC

NEMSU Cagwait

John Paul M. Acup

NEMSU San Miguel

Sunshine Cuartero – Galdiano, RGC


NEMESIO G. LOAYON, PhD
SUC President III



Republic of the Philippines
North Eastern Mindanao State University

August 14, 2025

NEMESIO G. LOAYON, PhD
SUC President III
This University



Subject: Request to Conduct University-Wide 2nd Quarterly Workshop of Guidance Personnel at the Old Boardroom

Dear Dr. Loayon,

Greetings of peace and solidarity!

On behalf of all the guidance personnel across NEMSU campuses, I am writing to seek your approval for the conduct of our university-wide second quarterly workshop. This initiative is part of our continuous efforts to strengthen collaboration, share best practices, and enhance the overall support services provided to our students.

The objectives of this meeting include:

1. Review and evaluate enrollment-related guidance activities
2. Plan and align Guidance Programs for the new academic year
3. Discuss strategies for first-year students' adjustment to the university
4. Address immediate student concerns and cases

This will be held on **September 3, 2025** from **8:00 am to 5:00 pm** at the **Old Boardroom**. We believe that the Old Boardroom provides an ideal setting for this gathering, ensuring a conducive and professional atmosphere for meaningful discussions.

We kindly request your approval for this activity as well as for the use of the venue and your support in encouraging all guidance personnel to attend. Should there be any changes or additional suggestions from your office, we are more than willing to adjust accordingly.


Thank you for considering this request. We are confident that this huddle will contribute significantly to the effectiveness of our guidance services and the holistic development of our students.

We look forward to your favorable response.

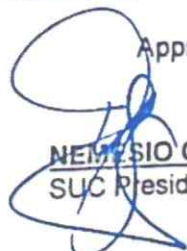
Sincerely,


JENEVIEVE P. BABAO, Rpm, RGC
Guidance Counselor III

Noted by:


FLORESITO D. CALUB, DBA, CAP
Campus Director, Tandag

Approved by:


NEMESIO G. LOAYON, PhD
SUC President III