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Office of the Vice President for Academic Affairs

18 December 2019

Memorandum No. OVPAA 2019-142

To : UP System Academic Assessment and Development Committee

From : *MCRT*
MARIA CYNTHIA ROSE BANZON BAUTISTA
Vice President for Academic Affairs

Subject: **Extended Deadline for Self-Assessment Reports (SAR) and
External Assessment/ Accreditation/ Audit**

As the University prepares for external review, assessment, and accreditation activities in 2020, academic units must submit a Self-Assessment Report (SAR) for each degree program. A SAR is a document provided to external assessors containing information about the university, the degree program, and its existing systems and processes. It is an output expected from an academic unit as it goes through the process of self-evaluation in preparation for a site visit by an external assessor.

To give the academic units more time to collect the necessary data and write their SAR, we are extending the deadline for its completion to **February 28, 2020** and the conduct of external review/ assessment/ accreditation to **September 30, 2020**.

Please disseminate to all academic units.

Thank you very much.