



From : OFFICE OF THE DEAN
To : ALL CONCERNED
Date : May 22, 2024
Subject : SUMMER TERM A.Y. 2023-2024 ENROLLMENT GUIDELINES

Below are the guidelines in summer term enrollment. Please take note of the following:

1. In the matter of online enrollment.

- Summer enrollment shall be purely online enrollment thru student information academic portal (Aims portal). Onsite enrollment shall not be allowed.

2. In the matter of taking Clinical Legal Education Program – CLEP 1.

- Students taking CLEP 1 should have submitted all official documentary requirements to the Registrar's office before enlistment.
- Students should have taken and passed all first-year subjects prior to the enlistment of CLEP 1.
 - See Rule 138-A Law Student Practice.
 - Dean's Memo dated January 7, 2022, ENROLLMENT of CLEP SUBJECTS.
 - Registrar Memo 2021-029. Documentary requirements prior to the enrollment of CLEP Subjects.

3. In the matter of taking Clinical Legal Education Program – CLEP 2.

- Students should have taken and passed all first year to third year subjects prior to the enlistment of CLEP 2.
 - See Rule 138-A Law Student Practice.
 - Dean's Memo dated January 7, 2022, ENROLLMENT of CLEP SUBJECTS.
 - Registrar Memo 2021-029. Documentary requirements prior to the enrollment of CLEP Subjects.

4. In the matter of conduct of classes.

- Summer classes shall be conducted via face to face modality.

For your information and guidance


Domingo M. Navarro
Dean 5/22/24