

To

: ALL FACULTY MEMBERS

From

: OFFICE OF THE DEAN

Date

: SEPTEMBER 19, 2022

Subject

: Coverage of Completion Examinations

Please be advised that the coverage of the Completion Examinations should be the ENTIRE COURSE and not merely the topics to be covered by the Midterm Exams of those currently enrolled in the subject. Therefore, professors who will give their Completion Examinations at the same time as the Mid Exams should prepare a separate set of questions covering the entire course. The Completion Exam is for those who were unable to take the FINAL EXAMINATION, and the Final Exams is supposed to cover the entire course.

For your information and guidance.

