Republic of the Philippines
Mindanao University of Science and Technology
(Formerly Mindanao Polytechnic State College)
Lapasan, Cagayan de Oro City
Tel. Nos.: (088) 856-1738/856-1739; Tel. Fax: (088) 856-4696

SAWO Form 15
Student Affairs and Welfare Office

STUDENT AFFAIRS AND WELFARE OFFICE

University-Based Accredited Student Organizations
REQUIREMENTS AFTER THE CONDUCT OF THE ACTIVITY

Name of Student Organization: _____

Organizations should submit one (1) copy of documentation reports (Liquidation Report, Accomplishment Report and Activity Evaluation Report) to the SAWO for every activity to be undertaken. These documents must be submitted not later than one (1) week after the activity was conducted.

Non-submission of the documentation reports would mean non-approval or non-accreditation of the next activity.

Submit the following requirements on or before _____

1. Liquidation Report
2. Accomplishment Report
3. Activity Evaluation Report

APPROVED:

_____
Signature-Over-Printed Name
Student-Leader/Officer/Representative

JO MARK M. LIBRE, MAPOS
Head, SAWO/Student Activities

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