



HOLY CROSS OF DAVAO COLLEGE  
**OFFICE OF THE VICE-PRESIDENT  
FOR ACADEMIC AFFAIRS**

Tel. No. (082) 221 – 9071 loc. 138 to 140

Email: [vpaa@hcdc.edu.ph](mailto:vpaa@hcdc.edu.ph)

Main Campus: Sta. Ana Avenue corner C. De Guzman Street,  
Brgy. 14-B, Davao City, Philippines

Other Campuses: Camudmud (IGaCOS) and Bajada (SOS Drive)

VPAA Memorandum No. 09  
Series of AY 2019-2020

March 13, 2020

**TO: ALL STUDENTS AND FACULTY (COLLEGE & GRADUATE SCHOOL)**

**RE: AS STATED**

After a thorough deliberation among the members of the Academic Council, Program Chairpersons, and office heads concerned, the Holy Cross of Davao College has decided the following in response to the mandates of the city government stipulated in the Davao City Guidelines Nos. 7 & 8 for Corona Virus Disease (COVID-19):

**1. Suspension of Remaining Sessions of Classroom Instruction (Tertiary & Graduate School)**

All remaining classes for this second semester AY 2020-2021 are hereby **SUSPENDED**. Remaining topics that are not yet discussed are dispensed. All teachers are advised to refrain from obligating the students to meet for makeup class sessions either in the school campus or anywhere.

The final grades shall be computed based on the Prelim to Semi-Final period assessments and on other available performance indicators specified in our official grading system in the Tertiary and the Graduate School.

**2. College Final Examinations (March 17 – 21, 2020)**

The Final Examinations for the Tertiary Department is hereby **DISPENSED**. The deadline for the encoding of the final grades is on March 30, 2020. All students are requested to contact their Program Chairpersons relative to the releasing of the final grades.

**3. Summer Enrollment (April 1 – 13, 2020)**

The school accepts enrollment for Summer Classes either through online or submission of enrollment documents in the Main campus. Students who visit the campus must observe strictly the intensified health protocols implemented by the school.

Enrollment of new freshmen students and transferees shall be done in the campus with the strict observance of intensified health protocols. Freshmen students may start the enrollment on April 13, 2020.





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**4. Summer Classes (Starting April 13, 2020)**

Summer classes shall be conducted through online (e-learning). There will be no classroom interaction/instruction. All teachers shall use the Google Classroom for their classes.

All updates/announcements shall be posted in the official HCDC website (CrossTV and Holy Cross of Davao College).

For your guidance and compliance.

We continue to pray for HCDC and for the whole world.

REV. FR. RUSSELL A. BANTILES, PHD  
Vice-President for Academic Affairs

EMMA M. UNCIANO, EDD  
Dean, Graduate School

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TERESA P. FABIANA, DRD  
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Approved by:

DR. MA. IRIS A. MELLIZA  
President

