June 27, 2024

UNIVERSITY MEMORANDUM

No. ___175___
Series of 2024

OFFICIAL RELEASE
UNIVERSITY ARCHIVES AND
RECORDS MANAGEMENT UNIT

TO: **The PNU Community**

SUBJECT: **Approved Academic Calendar for AY 2024-2025**

I am pleased to inform you that during the 100th Regular (1st Quarter) Meeting of the PNU Board of Regents held on April 18, 2024, the Board approved the proposed Academic Calendar for Academic Year 2024-2025, as per **PNU BOR Resolution No. U-3747, s. 2024.**

The approved calendar has been developed through comprehensive consultation with key stakeholders, including the Human Resource Management and Development Office (HRMDO) and the Faculty Union (FU). The schedule complies with the statutory requirement of providing 84 days for Proportional Vacation Pay and aligns with the Department of Education's (DepEd) opening of classes on July 29, 2024.

Please take note of the following important dates and schedules for the Graduate, Post-Baccalaureate, and Undergraduate programs:

Graduate and Post-Baccalaureate Schedule

Particulars	Term 1	Term 2	Term 3	Special Term
Pre-Term	Aug. 5-11, 2024	Jan. 15-19, 2025	Apr. 16-20, 2025	July 16-18, 2025
First Day of Classes	Aug. 12, 2024	Jan. 20, 2025	Apr. 21, 2025	July 21, 2025
Last Day of Classes	Nov. 5, 2024	Apr. 12, 2025	July 15, 2025	Aug. 2, 2025

Undergraduate Schedule

Particulars	Term 1	Term 2	Term 3	Special Term
Pre-Term	Aug. 5-11, 2024	Jan. 15-19, 2025	Apr. 16-20, 2025	
First Day of Classes	Aug. 12, 2024	Jan. 20, 2025	Apr. 21, 2025	
Last Day of Classes	Nov. 5, 2024	Apr. 12, 2025	July 15, 2025	

Proportional Vacation Pay (PVP) Schedule

- **14 PVP Days for Faculty:**   July 21 - August 3, 2025
- **70 PVP Days for Faculty:**   November 6, 2024 - January 14, 2025

Please be guided accordingly and ensure that all preparations are made for the upcoming academic year. For further details, kindly refer to the enclosed BOR Resolution including the highlights of the approved Academic Calendar for AY 2024-2025.

Thank you.

BERT JAZMIN TUGA, PhD
President

cc: *Vice Presidents*
       Campus EDPs

UNDERGRADUATE ACADEMIC CALENDAR - AY 2024-2025

ACTIVITY	TERM 1	TERM 2	TERM 3	SP. TERM
First Day of Faculty Reporting	Aug. 5, 2024 (M)	Jan. 15, 2025 (W)	Apr. 14, 2025 (M)	-
Last Day of Official Service of Faculty	**Nov. 5, 2024 (W)**	**Apr. 12, 2025 (S)**	**July 15, 2025 (T)**	-
ENROLMENT				
Enrolment Period – 1st	July 15-19, 2024	Jan. 9-11, 2025	Mar. 10-12, 2025	
Enrolment Period – 3rd Year	July 22-24, 2024	Jan.12-16, 2025	Mar 13-15, 2025	
Enrolment Period – 2nd & 4th Year	July 25-27, 2024	Jan. 16-18, 2025	Mar. 17-19, 2025	
ORIENTATION/ ONBOARDING				
UG Orientation of New Students	Aug 9, 2024			
UG Reorientation of 2nd to 4th Year Students	Aug 28, 2024			
FIRST AND LAST DAY OF CLASSES				
Pre-Term	Aug. 5-11, 2024	Jan. 15-19, 2025	Apr.16-20, 2025	July 16-18, 2025
First Day of UG Classes	**Aug. 12, 2024**	**Jan. 20, 2025**	**Apr. 21, 2025**	
Last Day of UG Classes	**Nov. 5, 2024**	**Apr. 12, 2025**	**July 15, 2025**	
DROPPING				
Last Day of Dropping of Courses	Sept. 20, 2024	Feb. 28, 2025	May 30, 2025	
FINAL EXAMINATIONS				
Last Day of Final Examination	**Nov. 5, 2024**	**Apr. 12, 2025**	**July 15, 2025**	
ENCODING OF GRADES				
Last Day of Finalizing Grades	Nov. 22, 2024	April 30, 2025	July 31, 2025	
FACULTY EVALUATION				
Online Faculty Evaluation	Oct. 1-20, 2024	Feb. 20-Mar. 19, 2025	May 20-June 19, 2025	
ADMISSION				
Application Period - PNUAT		Nov. 6 - Jan 31, 2024	Mar. 11 - Apr 30, 2024	
PNUAT (UG Admission Test) Batch 1		February 25, 2024		
PNUAT (UG Admission Test) Batch 2		May 26, 2024		
READMISSION				
Last Day of Application for Readmission	June 30, 2024	Nov. 15, 2024	Feb. 28, 2025	-
Last Day of Requesting for Readmission	June 21, 2024	Nov. 8, 2024	Feb. 21, 2025	-
GRADUATION				
Last Day for Application for Graduation	Nov. 29, 2024	May 7, 2025	August 5, 2025	
Gawad Parangal			August 22, 2025	
Torch Ceremony			August 20, 2025	
Baccalaureate			August 22, 2025	
Graduation Dates/ Commencement Exercises -	Dec. 6, 2024	May 14, 2025	August 27, 2025	
Graduation Dates/ Commencement Exercises -	Dec. 6, 2025	May 14, 2026	EMO	
Graduation Dates/ Commencement Exercises -	Dec. 6, 2026	May 14, 2027	EMO	
Graduation Dates/ Commencement Exercises -	Dec. 6, 2027	May 14, 2028	EMO	
Graduation Dates/ Commencement Exercises -	Dec. 6, 2028	May 14, 2029	EMO	
OTHER IMPORTANT DATES				
Wellness Break and ePNU Maintenance	Sept 16-18, 2024	Feb. 24-26, 2025	May 26-28, 2025	
Start of Co-curricular Activity Ban	Oct. 22, 2024	March 29, 2025	July 1, 2025	
Career Fair			May 17, 2025	
PVP Calculation & Projections				
14 PVP Days for Faculty				July 21-Aug.3,2025
70 PVP Days for Faculty	Nov. 6, 2024-Jan. 14,2025			

*After approval of the Academic Calendar by the Board of Regents, future changes are subject to the approval of the University President

GRADUATE AND POST BACCALAUREATE ACADEMIC CALENDAR - AY 2024-2025

ACTIVITY	TERM 1	TERM 2	TERM 3	Sp. Term
First Day of Faculty Reporting	Aug. 5, 2024 (M)	Jan. 15, 2025 (W)	Apr. 14, 2025 (M)	
Last Day of Official Service of Faculty	**Nov. 5, 2024 (W)**	**Apr. 12, 2025 (S)**	**July 15, 2025 (T)**	
ENROLMENT				
Enrolment Period – PhD/ PB	July 8-10, 2024	Dec. 2-4, 2024	Mar.3-5, 2025	
Enrolment Period – MA Programs	July 11-13, 2024	Dec. 5-7, 2024	Mar 6-8, 2025	
Last Day of Payment of Tuition Fees	20-Jul-24	Dec. 14, 2024	Mar. 20, 2025	
Dissolution, Adding, Changing and	CGSTER	CGSTER	CGSTER	
ORIENTATION/ ONBOARDING				
Orientation for New and Continuing Students	Aug 24, 2025	Jan 31, 2025	April 26, 2025	
FIRST AND LAST DAY OF CLASSES				
Pre-Term	Aug. 5-11, 2024	Jan. 15-19, 2025	Apr.16-20, 2025	July 16-18, 2025
First Day of Classes	**Aug. 12, 2024**	**Jan. 20, 2025**	**Apr. 21, 2025**	**July 21, 2025**
Last Day of Classes	**Nov. 5, 2024**	**Apr. 12, 2025**	**July 15, 2025**	**Aug. 2, 2025**
FINAL EXAMINATIONS/DEFENSE				
Last Day of Final Examination	Nov. 5, 2024	Apr. 12, 2025	July 15, 2025	Aug. 2, 2025
Last Day of Final Defense	Oct. 5, 2024	Mar. 12, 2025	June 15, 2025	
DROPPING/ MIDTERM				
Last Day of Dropping of Courses	Sept. 20, 2024	Feb. 28, 2025	May 30, 2025	
ENCODING OF GRADES				
Finalizing of Grading Sheets	Nov. 19, 2024	Apr. 26, 2025	July 29, 2025	
FACULTY EVALUATION				
Online Faculty Evaluation	Oct. 1-20, 2024	Feb. 20-Mar. 19, 2025	May 20-June 19, 2025	
ADMISSION				
Application Period CTPST/GCAT	May 31 - June 15, 2024	September 16- October 19	January 3, 2025- February 8,	
Admission Tests – CTPAT	July 7, 2024	November 10, 2024	February 23, 2025	
Admission Tests – GCAT – PhD	July 7, 2024	November 10, 2024	February 23, 2025	
Admission Tests – GCAT – MA	July 7, 2024	November 10, 2024	February 23, 2025	
READMISSION				
Last Day of Application for Readmission	June 30, 2024	Nov. 15, 2024	Feb. 28, 2025	
Last Day of Requesting for Readmission	June 21, 2024	Nov. 8, 2024	Feb. 21, 2025	
COMPREHENSIVE EXAMINATION				
Comprehensive Examination	Dec. 14-15, 2024	June, 2025 (TBA)		
GRADUATION				
Last Day of Application for Graduation	Nov. 29, 2024	May 7, 2025	August 5, 2025	
Gawad Parangal			August 22, 2025	
Torch Ceremony			August 20, 2025	
Baccalaureate			August 22, 2025	
Graduation Dates/ Commencement	EMO	EMO	August 27, 2025	
Graduation Dates/ Commencement	EMO	EMO	EMO	
Graduation Dates/ Commencement	EMO	EMO	EMO	
Graduation Dates/ Commencement	EMO	EMO	EMO	
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OTHER IMPORTANT DATES				
Wellness Break and ePNU Maintenance	Sept 19-21, 2024	Feb. 27-Mar 1, 2025	May 29-31, 2025	
PVP Calculation & Projections				
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PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education
OFFICE OF THE BOARD SECRETARY

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**EXCERPT FROM THE MINUTES OF THE 100ᵀᴴ REGULAR (1ˢᵗ QUARTER) MEETING
OF THE PNU BOARD OF REGENTS
HELD ON APRIL 18, 2024 VIA A HYBRID MODALITY AT THE BOARD ROOM,
OFFICE OF THE CHED CHAIRPERSON, DILIMAN, QUEZON CITY AND VIA ZOOM**

Hon. J. PROSPERO E. DE VERA III	Chairperson
Hon. BERT J. TUGA	Vice Chairperson
Hon. GIRLIE GRACE J. CASIMIRO-IGTIBEN	Member
Hon. LUTGARDO B. BARBO	Member
Hon. ANDREW REY S. PEÑA	Member
Hon. RADJS DYLAN P. SAN MIGUEL	Member
Hon. JORGE A. GARCIA	Member

On motion, duly seconded, the Governing Board passed –

PNU BOR RESOLUTION NO. U-3747, s. 2024

APPROVING THE ACADEMIC CALENDAR FOR ACADEMIC YEAR 2024-2025

WHEREAS, the proposed Undergraduate, Graduate, and Post Baccalaureate Academic Calendar for AY 2024-2025 has been developed through thorough consultation with key stakeholders, including the Human Resource Management and Development Office (HRMDO) and the Faculty Union (FU);

WHEREAS, the proposed schedule aligns with the statutory requirement of providing 84 days for Proportional Vacation Pay and matches the opening of classes in AY 2024-2025 of the Department of Education (DepEd) on July 29, 2024;

WHEREAS, the Student Regent requested a one-week wellness break instead of the proposed three days, which will be reconsidered closer to the start of the term;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Regents of the Philippine Normal University hereby approves the proposed Academic Calendar for AY 2024-2025.

APPROVED

Certified correct:

GERARD G. MANUEL
Officer-in-Charge, Office of the Board Secretary

Encl: Highlights of the Approved Academic Calendar for AY 2024-2025

Highlights of the Approved Academic Calendar for AY 2024-2025:

Graduate and Post-Baccalaureate Schedule

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