



UNIVERSITY of the ASSUMPTION

FIRST SEMESTER 2025-2026

SCHEDULE OF COLLEGE ENROLLMENT RELATED ACTIVITIES

Date/Time	Students	Activity	Venue
May 19 - July 4, 2025 EXCEPT on May 23, May 30, June 6, June 12, June 16 (morning), June 18 (for Nursing and Pharmacy only), June 20, and June 24 -27, 2025 July 7- 11, 2025 8:00 am - 12:00 nn 1:00 pm - 4:00 pm	First Year College Students	College Freshmen Enrollment 1. Submission of Enrolment Requirements 2. Enlistment in Courses 3. Payment of Fees 4. ID Card Processing 5. UA Email Issuance 6. College Orientation	May 19 – July 4, 2025 1. Office of the Univ. Registrar (OUR) 2. Dean's Office 3. Finance Office 4. Photo Lab. 5. Office of Mgt. Info. System (OMIS) 6. Recognized Student Organization Office (RSO) July 7-11, 2025 – Abp. Cinense Gymnasium
July 10,11, 2025 - Gym July 14-18, 2025 Dean's Office, Finance Office, Photo Lab., OSA 8:00 am – 12:00 nn 1:00 pm - 4:00 pm	Old Regular Students (2 nd – 5 th year students with no failing grades based on the curriculum)	Old Regular College Upperclassmen Enrollment 1. Enlistment in Courses 2. Payment of Fees 3. ID Card Processing 4. College Orientation	July 10,11, 2025 – Abp. Cinense Gymnasium July 14-18, 2025 1. Dean's Office 2. Finance Office 3. Photo Lab. 4. RSO Office
July 21-25, 2025 8:00 am - 12:00 nn 1:00 pm - 4:00 pm	Old Irregular College Students (2 nd -5 th year students with back subjects, shifters, returnees)	Old Irregular College Students' Enrollment 1. Enlistment in Courses 2. Payment of Fees 3. ID Card Processing 4. College Orientation	1. Dean's Office 2. Finance Office 3. Photo Lab. 4. RSO Office
July 28-29, 2025 8:00 am - 12:00 nn 1:00 pm - 4:00 pm	New Irregular College Students (New Transferees, Degree Holders, Cross enrollees)	New Irregular College Students' Enrollment 1. Submission of Enrolment Requirements 2. Enlistment in Courses 3. Payment of Fees 4. ID Card Processing 5. UA Email Issuance 6. Orientation	1. OUR 2. Dean's Office 3. Finance Office 4. Photo Lab 5. OMIS 6. RSO Office
July 14- August 19, 2025 8:00 am - 12:00 nn 1:00 pm - 4:00 pm	Old and New college Students	Changing of Enrollment (Adding, Changing and Withdrawal of Courses) 1. Approval of Change of Enrollment by Dean 2. Approval of Change of Enrollment by Registrar 3. Payment of Changing of Enrollment fee 4. Submission of Approved Form	1. Dean's Office 2. OUR 3. Finance Office 4. OUR
August 20 - October 17, 2025 8:00 am - 12:00 nn 1:00 pm - 4:00 pm	Old and New College Students	Official Dropping in Courses 1. Approval of Official Dropping by Dean 2. Approval of Official Dropping by Registrar 3. Payment of Official Dropping fee 4. Submission of Approved Official Dropping Form	1. Dean's Office 2. OUR 3. Finance Office 4. OUR
August 1, 2025	Old and New College Students	Welcoming of Students First Semester 2025-2026	Gymnasium