

**JOSÉ RIZAL UNIVERSITY**  
Mandaluyong City

March 13, 2020

**JRU MEMORANDUM NO. 2020-14**

**TO :** All Parents and Students  
**SUBJECT :** Updated: Cancellation of Final Examinations, and Other Academic Matters

1. With the increasing concerns on COVID-19, the University has decided to cancel all final examinations in all divisions scheduled on March 16-21, 2020. Hence, the regular class days/term for Basic Education, College and Law divisions are over. The 3<sup>rd</sup> trimester classes of Graduate School shall commence as soon as the government lifts class suspensions. Further announcements on Graduate School schedules shall be issued in a separate memorandum.

2. The following shall be the general basis for computing the final term/4<sup>th</sup> Quarter grade:

Table 1

Division	Components	Final Examinations
Elementary School	Computed final class work + 7 <sup>th</sup> and 8 <sup>th</sup> monthly exam	Adjusted score of the 8 <sup>th</sup> monthly examination based on the 9 <sup>th</sup> monthly examination required number of items per subject area
Junior High School	Computed final class work + 7 <sup>th</sup> and 8 <sup>th</sup> monthly exam	Adjusted score of the 8 <sup>th</sup> monthly examination based on the 9 <sup>th</sup> monthly examination required number of items per subject area
Senior High School	Computed final class work + midterm exam rating	Midterm exam rating
College	70% Class Standing + 30% Midterm exam grade	Midterm exam grade
Law	70% Class Standing + 30% Midterm exam grade	Midterm exam grade

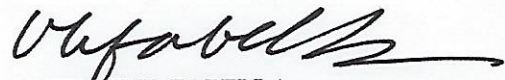
a. However, the following exceptions shall apply:

- All Accounting & Law Courses for BSA students will require a final examination;
- ECE IC1 (Mock Board) will require a final examination;

- Microsoft Technology Associate – Database Administration Fundamentals Certification Exam/ Microsoft Office Specialist – Excel Certification Exam/ CompTIA IT Fundamentals Plus Certification will require a final examination;
  - All NHS professional courses will require a final examination.
- b. All students who took the final examinations given on Monday, March 9, 2020 or earlier shall receive their actual grades.
  - c. College students with failing grades based on Table 1 above shall receive an incomplete (INC). Basic Ed students based on Table 1 above with failing grades shall see the actual failing mark as their grading system does not allow an incomplete (INC). Students can try to improve upon these grades by their respective final exams.
  - d. Final exams will be scheduled from April 13 to April 20, 2020. Students vying for honors, students wishing to improve their grades, or those with failing or incomplete (INC) final grades shall all be given the opportunity to take the final exam. Students can choose to take just one, some or all of their final exams. If a student decides not to take a final exam, the grade shall be based on the calculations of Table 1. No additional fees shall be charged for any grade corrections as a result of these examinations.
3. The deadline for settlement of financial accountabilities for SY 2019-2020 shall be extended to April 13, 2020.
  4. Grades using Table 1 shall be available online (AIMS) by March 30, 2020.
  5. All graduations, promotion and moving-up ceremonies shall be postponed to tentatively to July-August. The University is revising its summer schedule to account for class cancellations, and will hold graduation after the summer term. However, all associated graduation/promotion/moving-up activities such as Baccalaureate/Graduation Masses, Recognition and the Nursing Clinical Graduation shall no longer be held. This shall be announced separately.

For further inquiries please email the University at [jru@jru.edu](mailto:jru@jru.edu).

The University reiterates its reminder to the community to please stay at home, observe social distancing and follow all DOH and relevant authorities' recommendations on how to stay healthy in these challenging times.

  
VICENTE K. FABELLA  
President

Copy Furnished:

All Officers, Faculty, Non-Teaching Personnel and, Students  
Appropriate files  
Bulletin boards (post)