



**F.5 SAMPLE  
ACCOMPLISHMENT  
REPORTS OF THE  
RECOGNIZED STUDENT  
ORGANIZATIONS**



**UNIVERSITY OF SOUTHERN MINDANAO**  
 Kabacan, Cotabato, Philippines  
 Office of Student Affairs  
 STUDENT DEVELOPMENT SERVICES

**STUDENT GOVERNMENT SEMESTRAL SUMMARY ACCOMPLISHMENT REPORT**

<b>Name of Organization</b> COLLEGE OF VETERINARY MEDICINE - LOCAL STUDENT GOVERNMENT	<b>Level</b> <i>(university, college, class)</i> COLLEGE	<b>Semester &amp; School Year</b> 1st Semester SY 2025-2026
<b>Vision Statement</b> Our vision is to uphold the college vision of building a future for the University and the community, through the efforts of the students who are competent in the field of animal and public health, with sound decision making, critical thinking skills, and being sensitive to the needs of society.	<b>Mission Statement</b> <ol style="list-style-type: none"> <li>To provide quality service to the students and the university by providing an environment where development is maximized in an efficient manner</li> <li>To produce students and leaders who are reliable, responsible, globally competitive, sensitive, and competent</li> <li>To improve transparency through consistent communication, encourage and support active participation of all students in community engagement projects, and to achieve through continuous transformation, appropriate access to higher education.</li> </ol>	<b>Organizational Goals/ Objectives</b> <i>(as stated in the CBL)</i> <ol style="list-style-type: none"> <li>Define and promote the rights and general welfare of the University of Southern Mindanao students and all the Filipino people, as well as develop social awareness and instill national consciousness.</li> <li>Unite the different sectors inside and outside of the colleges and institutions in the pursuit of common interest, particularly in the establishment of a just and humane society.</li> <li>Support the ideals of the university, which are gathered towards the intellectual, social, political, moral, culture, and physical development of every student.</li> <li>Respect academic freedom.</li> </ol>

**Summary of Projects/ Initiatives/ Activities**

Please summarize below activities done by your organization this semester. Please categorize them according to the three major areas of report. Include only those which were initiated by your organization for this part. Arrange your report activities according to which you perceived to have the greatest impact. For each activity, please attach OSA permit for campus activity and its corresponding completion form. Submit digital copies of the accomplished report to [osa@usm.edu.ph](mailto:osa@usm.edu.ph).

**A. Organizational Development**

Please write down here projects/ initiatives that deal with the organization's internal systems and interventions to improve its management (e.g. constitution revision, meetings, etc.)

Name of Activity/ Project	Date Implemented <i>(dd/mm/yy)</i>	Venue	Cost <i>Actual amount spent</i>	Fund Source	Partners/ Stakeholders	Beneficiaries <i>Who benefited from it? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
1.								
2.								

Name of Activity/ Project	Date Implemented <i>(dd/mm/yy)</i>	Venue	Cost <i>Actual amount spent</i>	Fund Source	Partners/ Stakeholders	Beneficiaries <i>Who benefited from it? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
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5.								

### B. Legislative Support

Please write down here the legislative support mechanism that the Senate or LSG has promulgated or done to support the operations of the organization (resolution, ordinances, student acts, etc.)

Title of the Legislative Measure	Type <i>(Resolution, Ordinance, Acts)</i>	Date Promulgated <i>(dd/mm/yy)</i>	Venue of the Meeting	Proponent	Partners/ Stakeholders	Beneficiaries <i>Who benefited from it? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
1. RESOLUTION ENDORSING DR. AP WARREN P. ADAMAT AS THE ADVISER OF THE CVM-LOCAL STUDENT GOVERNMENT FOR THE 1ST AND 2ND SEMESTERS OF S.Y. 2025-2026	RESOLUTION	04/08/2025	VM-01	Sofia Elijah Yvone G. Eder		CVM-LSG	Secured professional mentorship and institutional guidance for LSG administrative and financial operations.	Official appointment letter; Signed acceptance form; 100% vacancy filled for advisory roles.
2. RESOLUTION CALLING FOR THE CONDUCT OF GENERAL ASSEMBLY IN PREPARATION FOR UNIVERSITY-WIDE FRESHMEN DAY	RESOLUTION	07/08/2025	VM-24	Radz Hally O. Valdez		CVM Students	Synchronized organizational efforts and ensured the student body was well-informed and united for the event.	Minutes of the meeting; Attendance logs of students present; Approved event roadmap.
3. RESOLUTION CALLING FOR THE COLLECTION OF ONE HUNDRED PESOS (₱100.00) FROM ALL DVM AND BSVT FRESHMEN IN LINE WITH THE PREPARATION FOR UNIVERSITY-WIDE FRESHMEN DAY 2025	RESOLUTION	08/08/2025	VM-24	Jireh Mae C. Drapisa		1 <sup>st</sup> Year Students	Mobilized necessary financial resources to provide logistics, welfare, and high-quality activities for new students.	Financial collection report; Official receipts issued; Liquidation report of funds spent.
4. RESOLUTION PROPOSING THE DESIGN, PRODUCTION, AND DISTRIBUTION OF OFFICIAL CVM-LSG ID FOR THE COLLEGE OF VETERINARY MEDICINE - LOCAL STUDENT GOVERNMENT SY. 2025-2026	RESOLUTION	09/08/2025	LSG Office	MJ Gabrielle D. Rovillos		CVM-LSG Officers	Established a professional identity for student leaders, enhancing security and recognition during campus events.	Approved ID design layout; Physical IDs distributed; Signed distribution sheet.
5. RESOLUTION APPROVING THE 2025-2026 CVM-LSG ANNUAL BUDGET	RESOLUTION	15/08/2025	LSG Office	CVM-LSG Legislative Board		CVM-LSG Officers	Provided a transparent and accountable fiscal framework for all student-led initiatives.	Approved budget proposal; Treasury liquidation records.
6. RESOLUTION TO CONDUCT THE READING OF THE CONSTITUTION AND BY-LAWS OF THE	RESOLUTION	20/08/2025	VM-19	Vanessa Evelyn V. Soteo		CVM-LSG Officers	Promoted legal literacy and transparency regarding the duties and rights of student leaders.	Attendance sheets from orientation; Number of digital/physical copies distributed.

Title of the Legislative Measure	Type <i>(Resolution, Ordinance, Acts)</i>	Date Promulgated <i>(dd/mm/yy)</i>	Venue of the Meeting	Proponent	Partners/ Stakeholders	Beneficiaries <i>Who benefited from it? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
COLLEGE OF VETERINARY MEDICINE - LOCAL STUDENT GOVERNMENT								
7. RESOLUTION ENJOINING A VOLUNTARY CONTRIBUTION OF NINETY PESOS (P90.00) PER STUDENT TO SUPPORT MAJOR EVENTS DURING THE 71 <sup>st</sup> FOUNDING ANNIVERSARY AND PASIKLABAN 2025 OF THE UNIVERSITY OF SOUTHERN MINDANAO	RESOLUTION	17/09/2025	LSG Office	MJ Gabrielle D. Rovillos		CVM Students	Secured supplementary funding to ensure high-quality college representation in university-wide events.	Total funds remitted; Post-event project evaluation report.
8. AN ORDINANCE APPROPRIATING THE AMOUNT OF PHP. 102,400 FOR APPROPRIATIONS OF THE COLLEGE OF VETERINARY MEDICINE - LOCAL STUDENT GOVERNMENT (CVM-LSG) TO BE SOURCED FROM THE INCOME CERTIFIED BY THE TREASURER FOR THE CALENDAR YEAR 2025-2026.	ORDINANCE	08/2025	LSG Office	CVM-LSG Legislative Board		CVM-LSG Officers	Legally authorized the utilization of college income for essential operations and student services.	Enacted ordinance document; Treasurer's certification of available funds.
9. AN ORDINANCE MANDATING THE READING AND ORIENTATION OF THE CONSTITUTION AND BY-LAWS OF THE COLLEGE OF VETERINARY MEDICINE - LOCAL STUDENT GOVERNMENT (CVM-LSG)	ORDINANCE	08/2025	VM-19	CVM-LSG Legislative Board		CVM-LSG Officers	Promoted legal literacy and clarified the duties and rights of the LSG members and officers.	Attendance log of the orientation; Distribution of digital CBL copies.
10. RESOLUTION REQUIRING THE MANDATORY PURCHASE OF THE 1 <sup>ST</sup> OFFICIAL COLLEGE OF VETERINARY MEDICINE POLOSHIRT FOR USE IN OFFICIAL EVENTS AND ACTIVITIES	RESOLUTION	22/01/2026	LSG Office	Radz Hally O. Valdez		CVM Students	Fostered a sense of unity and professional branding for the college in official events.	Finalized uniform design; Distribution record of purchased shirts.
11. RESOLUTION APPROVING THE BUDGETARY BREAKDOWN FOR THE SWINE QUIZ BOWL IN COLLABORATION WITH THE RODEO CLUB PHILIPPINES-USM CHAPTER	RESOLUTION	4/09/2025	LSG Office	Norlyn M. Florentino		CVM Students	Guaranteed funding for technical academic competitions to support student excellence.	Liquidation report; Successful hosting of the quiz bowl eliminations.

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12. RESOLUTION ENJOINING PARTICIPATION OF THE COLLEGE OF VETERINARY MEDICINE (CVM) STUDENTS IN PASIKLABAN 2025	RESOLUTION	23/09/2025		Norlyn M. Florentino		CVM Students	Boosted student morale and morale through active representation in university-wide festivities.	Official list of student participants; Post-event performance report.
13. A RESOLUTION ENJOINING ALL COLLEGE OF VETERINARY MEDICINE STUDENTS TO ATTEND AND PARTICIPATE IN THE 44TH FOUNDING ANNIVERSARY CELEBRATION OF THE COLLEGE OF VETERINARY MEDICINE	RESOLUTION	14/11/2025		Kaye M. Jereza	CVM Faculty	CVM Students	Strengthened institutional pride and camaraderie across all year levels of the college.	Overall student attendance records; Execution of anniversary program.

### C. Member Services and Welfare

This includes services that benefited the members and initiatives that have something to do with the formation/ development of the members in the organization. Specify beneficiaries whether officers or plain members only.




Member Services Activities/ Projects	Date Implemented <i>(dd/mm/yy)</i>	Venue	Cost <i>Actual amount spent</i>	Fund Source	Partners/ Stakeholders	Beneficiaries <i>Number of members involved? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
1. Swine Quiz Bowl College Eliminations	04/09/2025	VM-01	2,500.00	Student fund	CVM Faculty	137	Enhanced student technical knowledge in swine science and fostered a spirit of academic excellence.	Official list of top 3 qualifiers for the national level.
2. Screening for Mr. and Ms. CVM	15/09/2025	VM-24	400.00	Student fund	CVM Faculty	30	Provided a platform for students to develop public speaking skills, confidence, and leadership representation.	Selection of official candidates; Judges' score sheets and evaluation forms.
3. National Agri-Youth Congress	28-30/10/2025	Lipa City		Voluntary contribution	CVM Faculty	5	Exposed student leaders to national agricultural trends and built professional networks with other institutions.	Post-event narrative report and sharing of key takeaways.
4. CVM 44 <sup>th</sup> Founding Anniversary	8, 10-14/11/2025	CVM Grounds and Old Gymnasium	14,000.00	Student Fund	CVM Faculty	150	Strengthened organizational pride and camaraderie among the student body through commemorative activities.	High engagement from CVM students; Successful execution of all scheduled anniversary events.

**D. Community Involvement**

These are efforts that pertain to projects/ activities that fulfill a sense of responsibility to the University (non-members) and the community external to USM.

Community Involvement Activities/ Projects	Date Implemented (dd/mm/yy)	Venue	Cost <i>Actual amount spent</i>	Fund Source	Partners/ Stakeholders	Beneficiaries <i>Number of members and non-members involved? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Measures/ Deliverables <i>What measure(s) did you set to evaluate the success of the effort?</i>
1. Pasiklaban 2025 Participation	25/09/2025	USM-Main Campus	54,720.00	Voluntary contribution		150	Fostered university-wide camaraderie and showcased the talent and spirit of CVM students to the broader community.	150 participants recorded; Official event documentation and photos of college representation.
2. CVM General Clean-up Drive 2025	28/10/2025	CVM Grounds	none	none	CVM Faculty and Staff	150	Promoted environmental stewardship and improved the safety and aesthetic condition of the college grounds for all stakeholders.	150 volunteers; Completion of the designated clean-up area and post-activity waste report.
3.								
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5.								

We hereby attest to the correctness of this summary report. A detailed narrative accomplishment report is also attached.

Prepared by:  KYLE AYEN P. JARDIOLIN Name and Signature of Organization Secretary	Submitted by:  SOFIA ELIJAH YVONE G. EDER Name and Signature of Organization Head	Noted:  AP WARREN P. ADAMAT, DVM, MSAS Name and Signature of Adviser	Noted:  Name and Signature of Adviser
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**UNIVERSITY OF SOUTHERN MINDANAO**

Kabacan, Cotabato, Philippines

Office of Student Affairs

STUDENT DEVELOPMENT SERVICES

**CAMPUS ORGANIZATION SEMESTRAL SUMMARY ACCOMPLISHMENT REPORT**

Name of Organization	Type of Organization <i>(academic, non-academic, frat/sor, religious, etc.)</i>	Semester & School Year:
<p><b>LA LIGA DIPLOMATICA</b></p> <p><b>Vision Statement of the Organization</b></p> <p>To pursue the quality of life and the value of education towards the competitive world, and believing that the very essence of humanity would contribute to the development of friendly relations among members of the organization irrespective of their differing cultural and social systems; and</p> <p>To unite our strength and ability to maintain peace, security, quality and value of truth, justice, freedom and, love for fostering the dynamic relationship not only among the members but also among other organizations; and</p> <p>To practice tolerance for the purpose of obtaining competitive and self-initiative products of the society; and</p> <p>Realizing that the purpose of such power and position is not to imply prerogatives among officers but to ensure the efficient performance of the functions of positions as vested upon them; and</p> <p>To establish conditions under which justice and respect for the obligations arising from among members can be maintained.</p>	<p><b>ACADEMIC ORGANIZATION</b></p> <p><b>Mission Statement of the Organization</b></p> <p>a. Defend and promote the rights of every member;</p> <p>b. Serve as an active forum for the international relations students' ideas and sentiments:</p> <p>c. Abolish racism and discrimination thereby promoting a sense of oneness among the members of the society;</p> <p>d. Uphold the ideas of the University geared towards ensuring a well- rounded individual in the aspects of a person's social, cultural, moral, spiritual, and physical development;</p> <p>e. Develop the spirit of nationalism and socio-political awareness;</p> <p>f. Develop sense of service and responsibility among individuals for the welfare of the society;</p> <p>g. Seek and create educational reform through nationalistic, humanistic, and scientific means for the development of human potentials.</p>	<p><b>1st SEMESTER, A.Y. 2025-2026</b></p> <p><b>Organizational Goals/ Objectives <i>(as stated in the CBL)</i></b></p> <p>a. That education shall be for everyone and should develop man's physical, mental, cultural, socio-political, moral, and spiritual capabilities in order to realize a humane existence for all;</p> <p>b. That education should enhance critical thoughts and the ability to make and form Judgment, free of dogmas and myths;</p> <p>c. That good leadership should bring out peace and harmony to every member of the society;</p> <p>d. That social progress and better standards of life should be promoted;</p> <p>e. That peace, equality, social justice, and unity should prevail.</p>

**Summary of Projects/ Initiatives/ Activities**

Please summarize below activities done by your organization this semester. Please categorize them according to the three major areas of report. Include only those which were initiated by your organization for this part. Arrange your report activities according to which you perceived to have the greatest impact. For each activity, please attach OSA permit for campus activity and its corresponding completion form. Submit digital copies of the accomplished report to [osa@usm.edu.ph](mailto:osa@usm.edu.ph)

### Organizational Development

Please write down here projects/ initiatives that deal with the organization's internal systems and interventions to improve its management (e.g. constitution revision, meetings, leadership trainings, etc.)

Name of Activity/ Project	Date Implemented <small>(dd/mm/yy)</small>	Venue	Cost <small>Actual amount spent</small>	Fund Source	Partners/ Stakeholders	Beneficiaries <small>Who benefited from it? How many?</small>	Impact <small>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</small>	Means of Verification/ Evidences <small>What measure(s) did you set to evaluate the success of the effort?</small>
Creation of Public Affairs Committee	August 8, 2025	IMEAS	-	-	Classroom Officers and Security Council	La Liga Diplomatica members and Secretariat	<ul style="list-style-type: none"> <li>Clearer and more organized processes on matters of public affairs and dissemination of tasks and better organizational structure</li> <li>Better social media presence and communication towards the digital community</li> </ul>	<ul style="list-style-type: none"> <li>Activities shall be duly documented and posted.</li> <li>Providing public documents for public viewing.</li> <li>There shall be at least one layout artists, one caption-writer, one copy-reader, and one page-manager.</li> </ul>
Creation of Logistics Committee	August 8, 2025		-	-	Classroom Officers and Security Council	La Liga Diplomatica members and Secretariat	<ul style="list-style-type: none"> <li>Clearer and more organized processes logistics and dissemination of tasks and better organizational structure.</li> <li>A separate committee that shall manage the bookings, canvassing, and other logistical business of the organization.</li> </ul>	<ul style="list-style-type: none"> <li>All purchased items shall have receipts, and shall reflect the liquidation report and the financial report.</li> <li>There shall be at least seven members of the logistics committee.</li> <li>There shall be one person in charge of the inventory of owned items.</li> </ul>
Creation of Grievance Committee	August 8, 2025		-	-	Classroom Officers and Security Council	La Liga Diplomatica members and Secretariat	<ul style="list-style-type: none"> <li>A committee that shall represent the students; opinions, criticism, and recommendation to the La Liga Diplomatica Secretariat.</li> <li>A chance to formally file a complaint or point of clarification for the students.</li> </ul>	<ul style="list-style-type: none"> <li>Mayors and Secretaries shall report the concerns of their sections every General Assembly.</li> <li>There shall be a proper format for filing a grievance made available to the Secretaries and Mayors should they like to report.</li> </ul>
Creation of Socio-Cultural Committee	August 8, 2025		-	-	Classroom Officers and Security Council	La Liga Diplomatica members and Secretariat	<ul style="list-style-type: none"> <li>Clearer and more organized processes in socio-cultural aspects.</li> </ul>	<ul style="list-style-type: none"> <li>Desired participation in socio-cultural activities in Pasiklaban should be realized.</li> </ul>



Member Services and Welfare Activities/ Projects	Date Implemented <i>(dd/mm/yy)</i>	Venue	Cost <i>Actual amount spent</i>	Fund Source	Partners/ Stakeholders	Beneficiaries <i>Who benefited from it? How many?</i>	Impact <i>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</i>	Evidences <i>What measure(s) did you set to evaluate the success of the effort?</i>
1.UN Day	November 7, 2025	IMEAS-DOME	Php 2, 619	Fund 05	N/A	Available and interested La Liga Diplomatica Students	The students were able to showcase their artistry in the representation of multiple states in the world. They were given a set of activities to engage and grow closer as a group and also provide in-depth knowledge of the international community.	<ul style="list-style-type: none"> <li>- A photo documentation was done</li> <li>- A liquidation and financial report of the spending was done</li> <li>- Evaluation forms were distributed</li> </ul>
2. Pasiklaban participation	September 24- October 1, 2025	USM	Php 38, 065	Voluntary Contribution of LLD members	USG (event facilitators) and IMEAS-LSG as coordinators	LLD Members	The students were able to join the intramurals and got to participate in specific events in Pasiklaban for the first time again in years. They were given enough time off academic pressure and other forms of pressure through the event.	<ul style="list-style-type: none"> <li>- A photo documentation was done</li> <li>- A liquidation and financial report of the spending was done</li> <li>- Evaluation forms were distributed</li> </ul>
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**Community Involvement**

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College Level								
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University Level								
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3.								

Community Involvement Activities/ Projects	Date Implemented <small>(dd/mm/yy)</small>	Venue	Cost <small>Actual amount spent</small>	Fund Source	Partners/ Stakeholders	Beneficiaries <small>Who benefited from it? How many?</small>	Impact <small>How did the beneficiaries benefit from it? What organization objectives met? Please state briefly.</small>	Evidences <small>What measure(s) did you set to evaluate the success of the effort?</small>
External								
1.								
2.								
3.								

We hereby attest to the correctness of this summary report. A detailed narrative accomplishment report with complete photo-documentation is also attached.

<b>Prepared by:</b>  <b>RHONNEL CRIS CAMARINAS</b> <hr/> <b>Name and Signature of Organization Secretary</b>	<b>Submitted by</b>  <b>ALEXIS JEWELL L. BERMUDEZ</b> <hr/> <b>Name and Signature of Organization Head</b>	<b>Noted:</b>  <b>REMEDIOS C. KULIDTOD, PHD, EDADCAR</b> <hr/> <b>Name and Signature of Adviser</b>
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Kabacan, Cotabato  
Tel. No. 63(64)572-2623  
Email: [osa@usm.edu.ph](mailto:osa@usm.edu.ph)  
**OFFICE OF STUDENT AFFAIRS**

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**NARRATIVE ACCOMPLISHMENT REPORT**  
**January – December 2025**



The Office of Student Affairs, with its five 5 departments, remains committed to providing

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**"UNITY IN DIVERSITY AND  
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parents or guardians during the baccalaureate. The token is worth Php 25.00 each, which was collected by the OSA staff by section. The Office canvassed for the worth of a long-stemmed red rose. A deal was closed with the flower shop that offered the most reasonable price, while the card containing words of gratitude was reproduced by the USM Multimedia Center. The OSA family worked together patiently to prepare the 3,000 tokens and delivered them to the auditorium an hour before the event started.



Figure 6. Preparation of tokens for the parents and guardians.

**University Compassionate Zone (C-Zone)**

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Office received and addressed the concerns of the student graduates related to this matter.



Figure 4. Monitoring the Photo Booths.



Figure 5. With the Official Photographers

**Monitored the Attendance During the Graduation Practices.** To ensure graduates' maximum participation during practices, the OSA staff strictly monitored and checked the attendance. The names of graduates who failed to attend were noted and reported to the College Guidance Coordinators for appropriate action.

**Facilitated the Sourcing of Funds, Procurement, and Preparation of Graduation Tokens.** The graduates, through the class mayors, unanimously decided to give tokens to their

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Figure 2. Consultation for Cluster Graduation and Commencement Exercises.



Figure 3. The ARO and UQAC Directors discussed the flow of the programs.

**Established Guidelines for Capturing Pictures.** The University Guidelines for taking pictures during graduation ceremonies were crafted by the Office and were approved by the SSMO for implementation. The guidelines aim to facilitate efficient and organized picture-taking practices. Concerning this, the Office provided orientation to the qualified official photographers for the said events and introduced them to their respective college clientele. In addition, the Office prepared the layout, reproduced, and released the photographers' official IDs and monitored their practices throughout the events, both inside the Auditorium and at the photo booths. The Office launched a Google Form evaluation to assess the performance of the service providers rendered. Finally, the

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services to the students at this University. The Office performed beyond its mandated functions and has gained the trust and confidence of many, if not all, students, parents, and other stakeholders.

**The Office played a significant role during the 79<sup>TH</sup> COMMENCEMENT EXERCISES and CLUSTER GRADUATIONS:**

**Organized the Class Mayors of the Graduates.** The OSA facilitated a consultation meeting with the class mayors of all graduating classes on June 4, 2025, at the University Guidance Center, together with the ARO and UQAC directors. The dress code, graduation song, pictorial, tokens for parents, program flow, and other details were thoroughly discussed, resulting in a successful and meaningful graduation.



**Figure 1. Consultation with the class mayors of graduates.**

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On April 15, 2025, the Office successfully facilitated the groundbreaking of the University Compassionate Home with Honorable Congresswoman Maria Alana Samantha T. Mendoza as the special guest.



Figure 13. The Actual Groundbreaking, headed by the University President and some AdCo Members.



Figure 14. The University President and the OSA Family after the groundbreaking.



Figure 15. Welcoming the Special Guest, Congresswoman Samantha Santos

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Email: [osa@usm.edu.ph](mailto:osa@usm.edu.ph)  
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**Figure 10. First Coordinative Meeting with the Provincial Implementation Team, February 26, 2025.**



**Figure 11. Meeting with the University President, OSA Family, and Provincial Implementation Team  
RE: Referral Pathway, Safe Space within the USM.**



**Figure 12. With the Provincial Youth Development Coordinator**

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**Figure 8. A copy of the Letter Proposal for a Possible and Procurement**

QTY	UNIT	ITEM DESCRIPTION	ESTIMATED PRICE
1	Set	SALA SET (wood with foam)	40,000.00
1	Set	DINING SET 6-seater corner sofa set with center table, with fabric cover	50,000.00
1	Set	GARDEN SET (concrete) 4-seater	10,000.00
1	Set	RECREATION TABLES AND CHAIRS Long plastic table with Mandoblock chairs, 6-seaters	15,000.00
1	Set	STAFF WORKING TABLES AND CHAIRS	10,000.00
1	Set	BEDS WITH FOAM Bed frame made of wood with single size foam	15,000.00
1	Pc	PILLOWS Long size yellow	400.00
1	Pc	BLANKETS Size: Double	400.00
1	Pc	CURTAIN SET 3-pcs curtain with curtain rod in one set	4,000.00
1	Unit	REFRIGERATOR 7 cubic feet, double door	25,000.00
1	Unit	ELECTRIC FAN Stand fan, 18 inches	3,200.00
1	Unit	SPLIT TYPE AIRCON 1.5 HP inverter with installation	40,000.00
1	Unit	GAS RANGE 3 gas burners with oven	25,000.00
1	Set	COOKWARE SET Stainless Steel Materials	8,000.00
1	Set	SILVERWARE Spoon and Fork (1 dozen for each set)	400.00
1	Dozen	GLASSWARE Per dozen	400.00
1	Dozen	DINING PLATES Ceramic Material (per dozen)	1,200.00
1	Pc	SERVING PLATES Round or oval shape, per piece	250.00
1	Set	COOKING UTENSILS 1 set including knife, ladle, spatula and etc.	8,000.00
1	Unit	KITCHEN ORGANIZER	4,000.00
		<b>TOTAL</b>	<b>304,900.00</b>

**Figure 9. Approved Facilities for Canvass**

The Cotabato Province also assisted the University in crafting the referral pathway manual. The first consultative meeting was organized on February 26, 2025.

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Because of the increasing number of students who are physically, mentally, and emotionally struggling and have been abused, the Office has seen the need for a temporary sanctuary, named Compassionate Zone (C-Zone). The C-Zone, if realized, serves as a safe space for struggling students to rest, relax, and rejuvenate. It is also seen as a shelter where students can confidently confide in difficulties they experience or are experiencing and receive appropriate support, interventions, guidance, and counselling. Further, for external campus attendees of various events initiated on the main campus, C-Zone serves as their welcoming home.

With an accumulated fund of Php 8,000,000.00 for building construction and repair, and the need for a safe home on the campus, the Office proposed and patiently processed all the requirements for a 2-storey building project with a floor area of 270 square meters. To speed up the realization of the C-Zone, a Build and Design Project bid was called by the Bids and Awards Committee (BAC). The final proposal was submitted to the Administrative Council and Board of Regents for their endorsement and approval, respectively.



Figure 7. The Perspective of the University Compassionate Home.

The Office, however, anticipated the difficulty of procuring appropriate facilities to make the project operational. Hence, the Office asked for support from external linkages and partner-sponsoring agencies. After submitting a proposal for a possible partnership, the Office of the Honorable Governor Emmylou T. Mendoza sponsored all facilities (indoor and outdoor).

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Figure 20. Conference with DSWD Region 12 Tara Basa Workforce, May 13, 2025, Admin Board room



Figure 21. Payout for TARA BASA Tutors and YDW, Commercial Building.

### Administrative Management

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Program of the department. The University was tasked with providing tutors for DepEd elementary pupils in reading and comprehension, as well as Youth Development Workers (YDWs) to give training to the parents of the tutees.

The OSA had a significant role in such an endeavor. The office received and validated applications from more or less 600 students. The personal data of those who qualified were organized and submitted to the DSWD Region XII office.

The office organized and facilitated activities relevant to the said program. To enumerate, the Orientation of Tutors and Youth Development Workers (YDW) on March 27, 2025, at the ULS Convention Center, the preparation of the off-campus permit requirements for the Capacity Building held at Kidapawan City from May 5-9, the Pre-deployment Program on May 23, 2025 held at the Graduate School Building, and the payout for TARA BASA Tutors and YDW. Moreover, the office provided counseling to two tutees who experienced emotional challenges.



Figure 19. TARA BASA Orientation, March 27, 2025, ULS Convention Center

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The Office has also established a Scholarship MOA between USMNAAA and USM. A series of consultative meetings was initiated to discuss the terms and conditions to be included in the MOA. The MOA is approved and endorsed by the administrative council to the USM Board of Regents.



Figure 18. An online meeting with the USMNAAA sponsors

### INVENTORY OF LSG OFFICES FOR REPAIR AND REWIRING

The OSA, in coordination with the General Services Office, particularly the Engineering and Electrical departments, conducted an on-site survey of all LSG offices in the main campus. This is to allocate the accumulated LSG fund amounting to Php 7,099,073 efficiently. Above all, the Office aims to provide a conducive and student-friendly workplace for LSG officers and constituents in each college, with facilities that are very useful in the realization of their programs and activities.

With this, the Office has already approved a purchase request (PR) for construction, repair, and rewiring, as well as procurement of Office facilities. Bidding for the electrical facilities has been opened, while other facilities have already been delivered.

### WORKFORCE OF DSWD TARA BASA PROGRAM

The University established an MOA with DSWD to be a partner in realizing the TARA BASA

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**Figure 16. Awarding of the first release of financial assistance to BJ Fontanilla beneficiaries.**

The Office had an online meeting and initiated the crafting of an MOA between USM and private benefactors from North America, granting a monthly allowance of \$110.00 to incoming PWD freshmen, Krismie C. Prinsepe. The MOA is now a BOR-approved.

Krismie was one of the beneficiaries of the University's Affirmative Action. Upon meeting this young lady from Banisilan, the office realized her persistence in continuing her studies. She has no limbs, and enrolling in college means a sacrifice for the family, considering the mother must stay beside her all the time to assist her in her personal needs. Her condition was shared with the USMNAAA officers during an online meeting, and without hesitation, they promptly extended their financial assistance. Aside from this, SL tailoring sponsored her two pairs of school uniforms, and Mr. Bravo offered the family an apartment to stay for free.



**Figure 17. First meeting with Krismie Prinsepe and her family.**

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**OPPORTUNITY BUILDER: *Providing for the Present, Building the Future***

For years, the OSA has heard student testimonies about experiencing financial hardships while pursuing their education. Due to financial struggles, they take a meal once a day, and they walk from their barangay or boarding houses to the University and vice versa. Others work as housekeepers, laborers, janitors, farm workers, and market vendors during their free time and on weekends for an additional allowance. Due to these hardships, some students left the school while others successfully graduated.

To open more opportunities, the Office conceptualized the program: THE OPPORTUNITY BUILDER: Providing for the Present, Building the Future. The program aims to invite private individuals, associations, organizations, and offices to become benefactors or sponsors in various ways, such as financial grants, thesis sponsorship, providing food packs, school supplies, uniforms, and daily meals. Through this educational support initiative of the University of Southern Mindanao, underprivileged but deserving students can survive the challenges of a college journey and achieve a brighter future.

As of June 30, 2025, we have two private sponsors who are giving Php 2,500.00 monthly to three (3) deserving students.

**Table 1. Beneficiaries of the Opportunity Builder Program.**

<b>Benefactor</b>	<b>Recipient</b>	<b>Year and Course</b>
1. BJ Fontanilla	Christine Angel Sanico	4- BEEd
	Amier T. Mindo	4- BEEd
2. Mary Ann M. Webster	Ralph Y. Velasco	2- BS Criminology

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Figure 23. The final round of the Inter Campus Quiz on Air Year 3



Figure 24. The Top 5 winners, together with the OSA working team.

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The Department initiated a series of activities to celebrate the remarkable contributions of Bai Hadja Matabay Plang as the Lady Founder of the University. One of the major accomplishments was the successful conduct of the Inter **Campus Quiz on Air Year 3** via DXVL. The activity allowed students from different USM campuses to showcase their knowledge about Bai Hadja's life and achievements. The quiz bowl was an educational and engaging platform to raise awareness about the Lady Founder's legacy. For 2025, **Sulhan G. Taguntong** from the College of Science and Mathematics topped the quiz.



Figure 22. The elimination round of the Inter Campus Quiz on Air Year 3

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The Multi-Faith and Peace Advocacy Services play a vital role in promoting religious inclusivity and fostering a culture of peace within the University. Central to its mandate is the creation of a campus environment that upholds and respects the religious freedom of all students, regardless of faith affiliation. Through the facilitation of interfaith dialogues and meaningful engagements, the office actively promotes mutual understanding, respect, and peaceful coexistence among the University's diverse religious and cultural communities.

During the reporting period, the following key activities were implemented:

- *Conducted a University-wide Christian Fellowship for students during Pasiklaban 2025;*
- *Strengthened the University of Southern Mindanao Indigenous Peoples (USM IP) Association as a recognized student organization; and*
- *Facilitated the Kailian Festival 2025, a one-day event held as part of USM's week-long Foundation Anniversary, which served as a platform for Indigenous Peoples, Muslim communities, and Christian settlers to showcase their traditional attire, cuisine, and handicrafts.*
- A total of four religious organizations were accredited by the Student Development Services Department for the first and second semesters of School Year 2025–2026. These organizations were monitored and supervised by the Diversity and Integrative Services. From January to December 2025, all four conducted their general assemblies and initiated various activities aimed at the spiritual and personal development of their members. These organizations are:
  - USM Muslim Students Association (USMMUSA)
  - Movement of Adventist Students/Adventist Ministry to College and University Students (MASAMICUS)
  - Messianic Youth Organization (MTO)
  - Christian Brotherhood International (CBI)

### **Celebration of Bai Hadja Matabay Plang's Contributions**

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# **DIVERSITY**

**and**

# **INTEGRATIVE SERVICES**

# **DEPARTMENT**

# **(DISD)**

**Multi-Faith and Peace Advocacy Services**

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**Table 2. Monthly Client Satisfaction Results.**

<b>Month</b>	<b>Over-all Rating</b>	<b>Rating Description</b>
January	100.00%	Outstanding
February	94.39%	Very Satisfactory
March	100.00%	Outstanding
April	97.14%	Outstanding
May	98.04%	Outstanding
June	100.00%	Outstanding

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The OSA conducted *two (2) regular meetings* with Department Chairs and staff on February 28, 2025 and April 25, 2025. The unit also underwent an *audit (ISO)* on April 11, 2022, with no non-compliance (NC) recorded.

### Other Services and Accomplishments

The office caters to a variety of needs and concerns not only of students but also of parents, Alumni, and other visitors. Based on the logbook of visitors, the OSA's average daily transaction is 50.

Aside from performing its mandated function, the office closely worked with the Infirmary Hospital. To ensure that all students undergo a physical and dental check-up within the calendar year, the office facilitated the printing of health record forms and proposed the college schedule for such check-ups in the main campus. A copy of the approved schedule and excuse letter was disseminated to every college dean and the infirmary itself for guidance.

In March 2025, the Office crafted and enrolled three procedures related to scholarship and financial assistance, and another three (3) for securing activity permits to the USM Citizen Charter.

Additionally, the Scholarship Procedure and Management of Campus Organization Procedure for the OSA enrolled in ISO has been reviewed and revised. The revised procedures were submitted and approved on May 5, 2025.

Generally, the Office's client satisfaction survey results from January to June 2025 are **OUTSTANDING**.

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The office conducted research entitled "Surveying Client Satisfaction with Student Services: Insights and Strategic Directions from the University of Southern Mindanao."

The study evaluated alumni satisfaction with the student services provided by the Office of Student Affairs (OSA) and other Services at the University of Southern Mindanao (USM) during the academic years 2022–2023, 2023–2024 and 2024-2025. Anchored in a descriptive-evaluative research design, the survey collected quantitative data via purposive sampling of graduates through an online platform. The study assessed perceptions across key service domains, including information dissemination, career and counseling support, scholarship and financial assistance, medical services, student publication, entrance examination processes, slot reservation systems, safety and security services, and sports and recreational facilities. Findings reveal an overall upward trend in student satisfaction, with notable improvements in excellent ratings, particularly in areas such as safety and security, financial assistance, and counseling services. Notably, the proportion of alumni reporting dissatisfaction decreased across most categories, signaling effective institutional efforts in responding to student needs. However, a slight decline in satisfaction was observed in the student publication services, warranting further enhancement. The evidence underscores the importance of continuous feedback mechanisms and responsive program development to ensure service quality and alignment with student expectations. The study concludes that data-driven evaluations of student services are vital for strengthening institutional support structures and fostering holistic student development. These insights will inform strategic planning within the OSA, ensuring that student-centered services continue to evolve in tandem with the needs of USM's diverse academic community.

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parties involved. Furthermore, nine (9) complaints concerning **student boarding houses** were formally referred to the LGU Kabacan for appropriate action and monitoring, ensuring that the living conditions and safety of students were adequately addressed through collaborative engagement with external stakeholders.

In summary, the resolution of the majority of these cases reflects the department's proactive and systematic approach in handling student concerns. The recurring nature of cases related to bullying, sexual harassment, and defamation signals the importance of sustained preventive measures, including continuous awareness campaigns, peer-support systems, and values formation programs. Moving forward, the department emphasizes the necessity of strengthening institutional mechanisms and external partnerships to ensure that the academic community remains a safe, inclusive, and supportive environment for all students.

**Table 4. Summary of Handled Cases.**

<b>Category</b>	<b>No. of Cases Acted Upon</b>
Bullying	12
Forgery	1
Privacy Violation	3
Defamation	13
Alleged Physical Assault	5
Boarding House-related concern	9
Sexual Harassment	8
<b>Total</b>	<b>51</b>

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**The Office Student Disciplinary Cases handled from January to June 2025**

During the whole year of 2025, the Department recorded and addressed a total of twenty-two (51) student-related cases and concerns. These incidents reflected a diverse range of issues affecting student conduct, welfare, and interpersonal relationships within and beyond the academic environment. The department approached each case with due consideration of institutional policies, ethical standards, and the welfare of both complainants and respondents, ensuring that processes were handled fairly and responsibly.

**Bullying** accounted for twelve (12) reported cases, all of which were resolved through a combination of mediation, counseling, and disciplinary action. These interventions not only addressed the immediate concerns of the students involved but also reinforced the institution's commitment to maintaining a respectful and safe learning environment. Similarly, eight (8) cases of **sexual harassment** were documented. Of these, six have been resolved following careful investigation, provision of support services, and imposition of necessary sanctions, while two cases remain under ongoing proceedings. The department continues to monitor these unresolved cases with utmost sensitivity, ensuring that complainants receive the necessary protection and assistance while due process is observed.

Other reported concerns included one (1) case of **forgery** and three (3) case of **privacy violation**, both of which were resolved through appropriate administrative actions and corrective measures. The forgery case emphasized the importance of upholding academic integrity, while the privacy violation incident highlighted the need for continued awareness of digital responsibility and respect for personal boundaries. Additionally, thirteen (13) cases of **defamation**, often linked to online exchanges, were addressed through restorative dialogues and disciplinary interventions. These cases underline the growing relevance of responsible digital citizenship in fostering a culture of mutual respect among students.

Five (5) cases of **alleged physical assault** were also handled during the period. Both cases were resolved through mediation and institutional procedures that safeguarded the rights of all

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**Student Manual**

One of the key accomplishments during the period was the facilitation of the distribution of the Student Manual (2024 Edition). The office ensured the timely and efficient dissemination of the manual to 4,434 students, thereby supporting students' awareness and understanding of university policies, rules, and procedures. This initiative contributed to promoting informed student conduct and strengthening institutional transparency.

COLLEGE CAMPUS	NO. OF COPIES	DEAN/DIRECTOR	SIGNATURE
CA	363 +2	Dhen A. Magalana, PhD	<i>[Signature]</i> 10-17-2025
CBDGM	326 +2	Cheryl F. Duley, PhD	<i>[Signature]</i> 10/17/25
CEC	291 +2	Ms. Leslie C. Sales, EdD	<i>[Signature]</i> 10-17-25
CHS	393 +2	Theodorus Averilla, MD	<i>[Signature]</i> 10/17/25
CASS	355 +2	Marilyn A. Resurreccion, PhD	<i>[Signature]</i> 10/17/25
CSM	264 +2	Philip Lester P. Benjamine, PhD	<i>[Signature]</i> 10/17/25
CEIT	546 +2	Maricel G. Dayaday, PhD	<i>[Signature]</i> 10-17-25
CTI	334 +2	Manuel Toyong, PhD	<i>[Signature]</i> 10/17/25
WEGAS	160 +2	Sofia G. Molao, PhD	<i>[Signature]</i> 10/17/25
USM B.C. 2nd/3rd/4th		<i>[Signature]</i> 10/17/25	<i>[Signature]</i> 10/17/25

USM B.C. 2nd/3rd/4th  
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**Figure 26.** Distribution report to colleges of Student Manual

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# **STUDENT POLICY**

**and**

# **RESEARCH DEPARTMENT**

**(SPRD)**

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### Continuous Monitoring on the implementation on Policies for students with special needs

The Diversity and Integrative Services Department actively engaged in advocating for the welfare of students with special needs. Two major policies were reformulated and resubmitted to the Director of OSA during this period:

- a. The department has actively monitoring the implementation of the policy on the wearing of **Maternity Dress for Pregnant Students**, aiming to provide appropriate and comfortable clothing options for pregnant students. This policy was designed to promote inclusivity and ensure that pregnant students can participate fully in their academic pursuits.
- b. Another significant policy being monitored is on the Affirmative Action for Deserving but under privileged prospective students. This policy aimed to provide equal access to education and opportunities for individuals recognized as Students with Special Needs.

### Assisted and Heard Cases of Students Who Were Victims of Violence and Other Forms of Gender-Based Violence

The Diversity and Integrative Services Department assisted in addressing various administrative and student welfare concerns within the Office of Student Affairs. The department responded to complaints of sexual harassment and other gender-based violence, providing a safe and supportive environment for students to voice their concerns and seek resolution.

From January to June 2025, **six (6) cases** concerning students were facilitated and assisted.

The Office representatives served as a CODI member who heard cases related to harassment and violence.

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Students with Special Needs	100	The office screened and recommended 100 student-recipients of bicycles from the Province of Cotabato. The office facilitated the distribution through a short program.
USM Food Coupon (Value Meal) Program.	150	The office facilitated the successful implementation of the program. Weekly tasks of the office included printing and distributing food coupons to the recipients. Monthly tasks include accounting for the food coupons collected, preparing a billing statement for each canteen, and processing cash advances for the payments. and liquidation of such payments.
	21	The office called for a donation of old school uniforms and facilitated their distribution to 20 deserving students with special needs. Two new sets of uniforms were also donated and given to one PWD student.
	5155	The OSA intended to use the accumulated fund to produce the ID sling and Student Manual. The staff of OSA patiently made the ID sling. Both items were distributed early this calendar year.
	398	Students served as Tutors and YDWs during the implementation of Tara Basa Program of the DSWD. They were paid for the services they rendered with a free uniform and other school supplies.
Other support for Student with Special Needs	1	One female student with special needs was provided with monthly financial assistance from August to December, receiving a total amount of ₱31,480.00 from sponsors during the reporting period.
<b>Total</b>	<b>6,324</b>	

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The Office is also one of the members of the Core team that planned, prepared, and facilitated the University Celebration of the Founder's Day 2025.



Figure 25. The OSA hosted the planning for the Celebration of the Founder's Day.

Table 3. Summary of Assistance Provided to Students with Different Concerns  
Calendar Year 2025

Concern/Category	No. of Beneficiaries	Actions Taken
Financial difficulty	333	Screened and recommended to be recipients of Php 7,500.00 each, TDP Financial Assistance from Senator Legarda.
	40	Received food packs, clothes, shoes, and bags from external donors. Facilitated the release of such donations to deserving students.
Looking for a part-time job or work	5	The OSA received applications from working students. The office assisted with the placement of five working students by recommending them to people in need.
Enrollment at USM	142	The office conducted the initial validation and interview of students applying for special consideration. 146 students were enrolled through the Affirmative Action Policy for the 1 <sup>st</sup> semester of AY 2025-2026.

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The office communicated with the sponsors with every release, and programs were organized especially for TDP scholars. On February 5, 2025, the OSA facilitated the release of the TDP Allowance. The event was conducted at the commercial building and attended by officials from the province of Cotabato.



**Figure 31. Pictures taken during the release of the TDP scholarship grant covering the 2<sup>nd</sup> semester 2023-2024.**

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The Office facilitated the release of grants from various sponsoring agencies for the 2<sup>nd</sup> semester of AY 2024-2025. Before a grant is released, the office complies with the following processes: (1) validates the list of scholars forwarded by the sponsoring agencies, (2) prepares and submits billing statements, (3) prepares payroll, and (4) prepares and submits liquidation reports. These processes are done accurately to ensure the success of scholarship grants from every sponsoring agency.

The Office also represented the University in the orientation, conferences, and meetings related to scholarships.

**Table 5. Sponsoring Agencies and the number of recipients.**

No.	Sponsoring Agencies	No. of Scholars
1	CHED MSRS	50
2	BMSP	45
3	SIDA	9
4	CSP	133
5	COSCHO	81
6	TDP	485
7	DA-ACEF	25
8	TES	283
9	DOST	149
10	MOST	90
11	Private Individual Scholars	5
	<b>TOTAL</b>	<b>1,355</b>

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# **SCHOLARSHIP**

**and**

# **FINANCIAL ASSISTANCE**

# **DEPARTMENT**

# **(SFAD)**

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**STUDENT PROFILE**

Sex: \_\_\_\_\_  
 Academic Program: \_\_\_\_\_  
 College: \_\_\_\_\_

**Instruction:** Using the rating scale from 1 to 4, please select the option that best represents your perception of the quality of student services provided by the Office of Student Affairs and other support service units. Refer to the rating scale below as you respond to each item in this instrument.

Rating	Description	Interpretation
5	Strongly Agree	The measure described in the item is always or consistently manifested.
4	Agree	The measure is manifested in most cases or situations.
2	Disagree	The measure is manifested only occasionally or in a few instances.
1	Strongly Disagree	The measure is not manifested at all or is completely absent.

**Quality of student services provided by the Department of Counseling and Career Services**


Items	4	3	2	1
I can easily schedule an appointment with a guidance counselor when I experience academic stress or personal issues.				
The office regularly holds mental health webinars (e.g., stress management, self-care) that are relevant to students' experiences.				
Career guidance activities like the annual Career and Job Placement Fair help prepare me for post-graduation opportunities.				
I received sufficient assistance through career preparation resources and orientation seminars on job or internship applications offered during the university's career development activities.				
The office offers individual counseling that respects confidentiality and provides clear guidance.				
I have access to career profiling tools (e.g., personality tests or				

**Figure 30.** Screenshot of the printed/ e-copy of the 2025 SAS Survey

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**International Journal of Multidisciplinary:  
Applied Business and Education Research  
(IJMABER)**  
FUTURE SCIENCE    E-ISSN: 2774-5368    <https://ijmaberjournal.org/index.php>

September 30, 2025

Dear Author (s),

Greetings!

The International Journal of Multidisciplinary: Applied Business and Education Research (IJMABER) would like to congratulate you on the conditional acceptance of your paper entitled "Surveying Client Satisfaction with Student Services: Insights and Strategic Directions from the University of Southern Mindanao" which has been accepted with revisions.

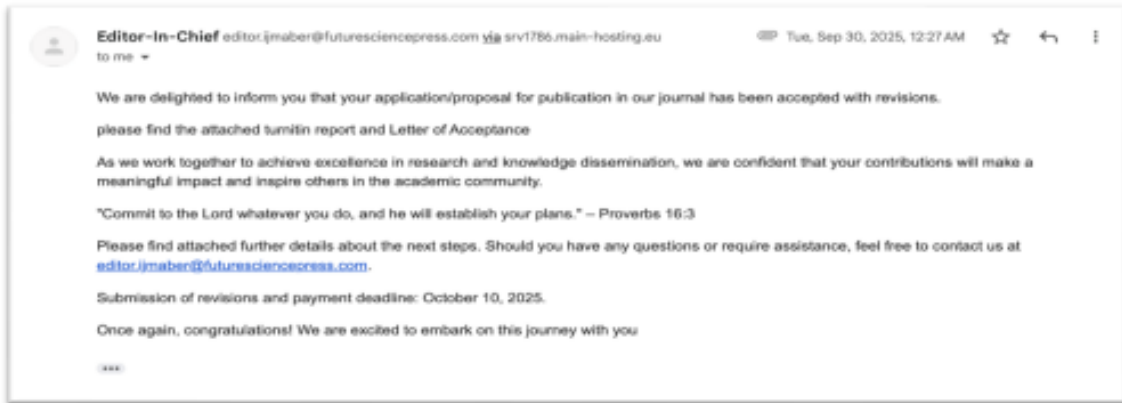
**Comments / Revisions :**

1. Title and Abstract
  - Title is clear, but could be shortened for impact: "*Client Satisfaction with Student Services at USM: Evidence for Strategic Directions.*"
  - Abstract is too lengthy. Revise to ~250 words focusing on:
    - Purpose of study
    - Method (survey, sample, timeframe)
    - Key findings (improvements in safety, counseling, financial assistance; decline in publication services)
    - Implications (continuous evaluation, data-driven planning)
2. Introduction
  - Strong theoretical grounding, but some parts repeat literature (Astin, Tinto, Kuh). Condense into a more direct problem statement.
  - Strengthen justification: *Why focus on OSA services in USM? Compare with gaps in other Philippine HEIs.*
  - Some references are outdated (1990s–2000s). Balance with more recent 2018–2024 studies on student affairs and services.
3. Literature Review / Theoretical Framework
  - Well-cited, but reads as a list. Needs synthesis to show how theories connect to the research problem.
  - For example: integrate Astin, Tinto, and Kuh under the theme of engagement and persistence.
  - Consider adding local context—Philippine CHED Student Affairs framework or recent ASEAN comparative studies.
4. Methodology
  - Clear, but:
    - Purposive sampling limits generalizability—add this to limitations.
    - More details on survey tool (Likert scale, validation process).
    - Ethical considerations (informed consent, confidentiality) should be stated explicitly.
5. Results and Discussion
  - Results are descriptive but lack thematic interpretation. Example: "safety and security services improved significantly" → explain *why* (e.g., new campus policies, infrastructure).
  - Discussion mostly restates figures; should link to theories and prior studies.
  - Example: tie counseling improvements to literature on resilience and mental health (Eisenberg et al., 2016; Huang et al., 2018).
  - Decline in student publication services could be analyzed in terms of student engagement, digital media shifts, and content relevance.
6. Conclusion
  - Well-summarized but could be more concise. Focus on 3–4 key insights.

Figure 29. Screenshot of peer review results of the SAS publication



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**Figure 27.** Screenshot of student responses on the conducted SAS survey

ID	Column 1	School ID Number	Last name	First name	Middle name	Year Level (2nd sem SY 2023-2024)	Column 7	Column 8	Column 9
1	6/28/2025 18:21:55	22-88646	Palermo	John rex	Erickson		BSTM	CHFS	
2	6/28/2025 18:22:42	20-51142	Lauren	Colten	Cabrillo		BOS	CEIT	
3	6/28/2025 18:22:54	21-38438	Toledo	Darlene	Fagala		BSHM	CHFS	
4	6/28/2025 18:23:30	21-47171		MOHALDIN	SULAMAN	SULAMAN	BEED	CEB	
5	6/28/2025 18:23:51	21-84812	DIMALAO	NICHOLE	NICHOLE	CAYDING	BSA-Agr	CA	
6	6/28/2025 18:24:16	21-55355	San Diego	Angela Marie	Bochar		BSEA	CEEDM	
7	7/4/2025 21:29:39	21-11343	Managil Jr.	Israel	panfil		BSHM	CHFS	Male
8	6/28/2025 18:25:49	21-99394	Reyes	Vince	Penala		BSN	CMHS	
9	6/28/2025 18:25:50	19-10208	ANCINO	JOREEN CYRUS	TORSON		BSA	CA	
10	6/28/2025 18:26:22	21-18796	Cristobiano	John Mark	John Mark	John Mark	AB POLSCI	CASS	
11	6/28/2025 18:26:28	21-62219	Bañez	Nica Mae	Moanis		BESS FSM	ISPEAR	
12	6/28/2025 18:27:01	21-52298	DELA TORRE	RONALD	SAGO		BSHM	CHFS	
13	6/28/2025 18:27:34	21-72655	MARANO	JAYSON	JANLIE	JANLIE	BSN	CMHS	
14	6/28/2025 18:27:57	21-88708	KALAW	ADREN	TUGAP		BSMA	CEEDM	
15	6/28/2025 18:27:59	21-12347	JASMA	ARIES VINCE	BLAD		BSND	CHFS	
16	6/28/2025 18:28:01	21-23241	Sedlan	Aries Six	Sols		BSN	CMHS	
17	6/28/2025 18:28:23	21-96602	Mayerita	Ruby	Oreyan		BSN	CMHS	
18	6/28/2025 18:28:40	21-76795	Martin	Neda Gayle	American		ABPOLSCI	CASS	

**Figure 28.** Screenshot of the acceptance letter of SAS research for publication

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A new MOA with the Landbank of the Philippines was signed. This will give another opportunity to less fortunate but deserving students.



**Figure 35. Signing of Scholarship MOA with Landbank Philippines.**

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**PEDAL (PADYAK EDUKASYON ALAY SA MGA MAG-AARAL O PADYAK PARA SA KARUNUNGAN)**

The program was sustained and continuously benefited the students. With the twenty-seven (27) bicycles, 3,312 students and visitors were being served.

**Table 8. Summary of Bike borrowers from January to December 2025.**

<b>Month</b>	<b>No. of Users</b>
January	318
February	844
March	665
April	530
May	649
June	306
July	396
August	431
September	430
October	258
November	408
December	292
<b>TOTAL:</b>	<b>5,527</b>

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**Table 7. Number of Burial Assistance released, and Insurance claims processed from January to December 2025.**

Month	No. of Recipients
January	1
February	1
March	-
April	-
May	-
June	1
July	1
August	1
September	0
October	2
November	0
December	-
<b>TOTAL:</b>	<b>7</b>

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The Office facilitated the opening of bank accounts for all scholars. This will ensure efficient release of grants. As of December 2025, all old scholars were able to submit a photocopy of their ATM cards.

The office facilitated the release of medical assistance to all students who encounter mental and physical health-related problems, as well as accidents. Burial assistance is also extended to the bereaved families of USM students who have passed away.

**Table 6. Number of Medical Assistance recipients from January to December 2025.**

<b>Month</b>	<b>No. of Recipients</b>
January	1
February	4
March	3
April	7
May	5
June	1
July	1
August	1
September	3
October	4
November	4
December	-
<b>TOTAL:</b>	<b>34</b>

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Another significant event occurred on March 13, 2025. Academic scholars and parents were recognized through a University Recognition Program. For the 2<sup>nd</sup> semester 2023-2024, a total of 522 University Scholars and 2,758 College Scholars received their Certificate of Recognition and Monetary Incentives from the University. Additionally, 3,058 students were recognized as scholars for 1<sup>st</sup> semester of A.Y. 2024-2025. The Office accurately **prepared the payroll** for the release of the scholars' incentives.



**Figure 34. USM Recognition Day, May 13, 2025.**

To ensure that students will enjoy only one scholarship, the office closely monitors the scholars by establishing linkages with sponsors. At the beginning of the year, the office requests an official list of scholars from sponsoring agencies such as DOST, PGNCOS, BARMM, and other private sponsors. The gathered data is organized to serve as baseline data for recommending students for financial assistance and the release of the Certificate of No Other Scholarship.

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In June 2025, another release of TDP Allowance (1<sup>st</sup> Semester 2024-2025) was actualized.



**Figure 33. Release of TDP Allowance, Commercial Center.**

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In March 2025, the office welcomed the scholarship monitoring team from the CHED National and Regional office. The office was able to comply with all the liquidation requirements of DA ACEF and other scholarships.



**Figure 32. A pose with the monitoring team from CHED National.**

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### Campus Activity Monitoring, Supervision, and Issuance of Permit

Before an accredited organization can actualize the planned activities, it must comply with the requirements for an activity permit. This allows the Office to monitor and supervise organizational activities. The office closely supervised all University events and activities of the students.

**Table 10. Number of evaluated and approved activity permits issued by the Office.**

Activity Permit	Second Semester 2024-2025	First Semester 2025-2026
Online	29	67
Campus	159	481
Off-Campus	17	26
<b>Total</b>	<b>168</b>	<b>574</b>

### USM Gawad Parangal 2025

The Gawad Parangal is an annual University event spearheaded by the OSA-SDSD to recognize individuals and organizations who exemplify leadership skills and excellence in various categories. During the search, the Office facilitated the screening process, document evaluation, and interview of applicants.

During the interview, the previously awarded outstanding student leaders were invited. To name some, Engr. Willie Jones Saliling, Dr. Ruben R. Tagare, Engr. Renel Alucilja, Ms. Prof. Vilma M. Santos, Mr. Clink Ulangkaya, Prof. Brex Nicolas, and the former OSA Director, Dr. Nicolas Turnos. This year, the interview lasted 12 hours.



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### REGISTRATION AND ACCREDITATION OF CAMPUS ORGANIZATION

Newly established organizations need to be recognized through OSA-SDSD. To be recognized, the organization must comply with the necessary documents. On the other hand, duly registered organizations must apply for semestral accreditation. With this, the office evaluated, approved, and released the Certificate of Accreditation to organizations right after the submission of documents. The office also facilitated the application and approval of the Special Order of the organization's advisers.

**Table 9. Number of registered and accredited organizations.**

Category of Organization	Second Semester 2024-2025	First Semester 2025-2026
Academic	35	55
Non-Academic	8	20
Religious	5	8
Fraternity/Sorority	3	12
Student Government	12	16
Publication	1	2
<b>Total</b>	<b>63</b>	<b>113</b>

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# **STUDENT DEVELOPMENT and SERVICES DEPARTMENT (SDSD)**

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<b>RELIGIOUS ORGANIZATION Excellence in Membership Services Award</b>	University of Southern Mindanao Muslim Students Association
<b>MOST OUTSTANDING FRATERNITY/SORORITY ORGANIZATION</b>	Venerable Knight Veterinarians/Venerable Lady Veterinarians
<b>Frat/Sor - Minor Award - Excellence in Community Services</b>	Alpha Phi Omega
<b>YOUTH LEADERSHIP in SOCIAL INNOVATION AWARD</b>	VENJIE C. MENCIAS
<b>MOST OUTSTANDING RESEARCH - SCIENCE CATEGORY</b>	"An application of Kaplan-Meier Method and Cox Regression model on the post-transplant outcomes of solitary and multi-organ liver transplantation"
<b>MOST OUTSTANDING RESEARCH - SOCIAL SCIENCE CATEGORY</b>	"The Fraud Pentagon: Red Flag Indicators of Fraud in Private and Government Sectors"
<b>MOST OUTSTANDING RESEARCH INNOVATION ACTEGORY</b>	"Puzzle Stool: An Interactive Children's Furniture Design"
<b>MOST OUTSTANDING PUBLICATION</b>	"It's Hard To Quit: The Exploration of the Reasons for Trouble Withdrawal with Smoking Habits Among Filipino Early Adult Men"

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<b>MOST OUTSTANDING LOCAL STUDENT GOVERNMENT</b>	College of Science and Mathematics LSG
<b>Minor Award - Excellence in Membership Services</b>	College of Engineering and Information Technology LSG
<b>Minor Award - Excellence in Legislative Support</b>	College of Arts & Social Sciences LSG
<b>Minor Award - Excellence in Community Services</b>	College of Health and Sciences LSG
<b>MOST OUTSTANDING ACADEMIC ORGANIZATION</b>	Junior Philippine Institute of Accountants USM CHAPTER
<b>Academic - Minor Award - Excellence in Membership Services</b>	USM Microbiology Society
<b>Academic - Minor Award - Excellence in Resource Management</b>	Philippine Institute of Civil Engineers USM STUDENT CHAPTER
<b>Academic - Minor Award - Excellence in Community Services</b>	USM Political Science Society
<b>MOST OUTSTANDING NON ACADEMIC ORGANIZATION</b>	Rodeo Club Philippines USM CHAPTER
<b>Non Academic Minor Award - Excellence in Membership Services</b>	USM Association of DOST - SEI Scholars
<b>Non Academic Minor Award - Excellence in Community Services</b>	USM Volunteers Club

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**Table 11. The Gawad Parangal categories and the 2025 awardees.**

<b>LIST OF GAWAD PARANGAL 2025 AWARDEES</b>	
<b>MOST OUTSTANDING STUDENT OF THE YEAR</b>	Halid B. Pandulo
<b>OUTSTANDING ACADEMIC ACHIEVER</b>	Max Dave Agudos
<b>OUTSTANDING STUDENT LEADER</b>	Rico John Gorieza
<b>MOST OUTSTANDING GOVERNOR</b>	Jhan Nathaniel W. Ramos
<b>MOST OUTSTANDING LEGISLATOR</b>	Angeline M. Alcala
<b>MOST OUTSTANDING JOURNALIST</b>	Sittie Sailah B. Patak
<b>MOST OUTSTANDING SOCIO-CULTURAL ARTIST</b>	Kevin Clien P. Aldabon
<b>TEN OUTSTANDING FRESHMEN</b>	Jose Jr. A. Pono
	Mark Niño L. Batzar
	Allyza Sophia P. Manundo
	Shen V. Mantiqilla
	Charich Khyle H. Bandoy
	Jorge Van P. Alesing
	Carl Gian H. Calimbo
	Ailieza Kieth D. Luchavez
	Natashia N. Tongcua
	Jan Winster M. Belonio

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**Figure 36. Pictures taken during the interview of Gawad Parangal Nominees.**

The Gawad Parangal 2025 awarding was conducted successfully as planned and scheduled, with the University President Jonald L. Pimentel, PhD, as the guest of honor and speaker.



**Figure 37. Gawad Parangal 2025.**

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### **USG Election 2025**

The Office closely monitored and supervised all activities related to USG-ASG-LSG Election 2025: planning, preparation, Meeting de Avance, actual election, canvassing, and oath-taking. The office conducted the briefing and orientation of the Board of Election Tellers.

The manual election was conducted on May 8, 2025. It was the dawn of May 9, 2025, when the canvassing concluded with Mary Adeline Sagayno and Kirk Darell Soriano emerging victorious, securing the top positions as USG President and Vice President for Academic Year 2025–2026



**Figure 38. The Election Proper**



**Figure 39. The BETs, while waiting for their election returns to be canvassed.**

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**Figure 40.** On May 9, 2025, the OSA family patiently waited for the proclamation of winners.



**Figure 41.** The most-awaited proclamation happened.



**Figure 42.** A posed with the newly proclaimed officers, COMELEC Commissioner and COMELEC adviser.

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**Production and Early Release of Tanglaw 2024, the Official Yearbook of USM**

The Office of Student Affairs, Student Development Services Department, initiated the search, evaluation, and organization of Tanglaw 2024 editorial staff. The board facilitated a parent consultation to discuss concerns regarding the production of Tanglaw 2024. Due to the board's commitment, the adviser and the office provided guidance, close monitoring, and supervision, copies of the yearbook were already in the printing stage as of December 2024, ready for delivery, and finally released to the graduates in the second week of January 2025.



**Figure 43. Pictures taken during the delivery and distribution of Tanglaw 2024.**

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**Leader's Engagement for Accelerated Performance (LEAP) Year 2 – Phase 1**

The Office of Student Affairs (OSA), through its SDSO, implemented LEAP Year 2 in recognition of the crucial role student leaders play in fostering an active, engaged, and values-driven university community. LEAP Year 2 Phase 1 was designed to equip these leaders with essential leadership competencies and a strong ethical foundation to effectively guide their respective organizations.

Through this initiative, a total of 114 student leaders were trained and capacitated during five days of lectures and workshop activities on July 21-25, 2025 at commercial Bldg, USM. Participants included student leaders from the University Student Government, Local Student Governments, and various campus organizations.

The following were the topics and speakers during the five days program:

- Spirituality – Mission of a leader by Sr. Francis Mary G. Quinto, OND
- Crafting of CBL and amendment procedure by Atty. Nogalo and Atty. Seto
- Basic First Aid by Rafael Abellera, RN and Mr. Perez
- RA 9262 (The Anti-Violence Against Women and Their Children) by Atty. Nogalo and Atty. Seto
- RA 7877 (The Anti-Sexual Harassment Act of 1995) by Atty. Nogalo and Atty. Seto
- RA 11313 (The Safe Spaces Act or Bawal Bastos Law) by Atty. Nogalo and Atty. Seto
- RA 11053 (Anti-Hazing Law) by Atty. Nogalo and Atty. Seto
- Legal Misconduct by Prof. Jeson P. Donque
- Referral pathway in handling reported concerns by Prof. Rowell P. Nitafan
- RA 10173 (Data Privacy Act of 2012) by Ms. Jennifer E. Sinco
- Table of Organization and Functions of Executive, Legislators, Members by Prof. Willie Jones B. Saliling
- Crafting of Ordinances and Resolutions by Prof. Willie Jones B. Saliling
- Parliamentary Procedure by Prof. Yvonne V. Saliling
- Operational Planning and setting KRAs and KPIs by Prof. Renel M. Alucilja
- Campus Organization Accreditation Process by Engr. Kristne Anne R. Candide

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**Figure 44. Pictures taken during the five days LEAP year 2.**

*Photos courtesy of The Mindanao Tech.*

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**Orientation and Meeting of Campus Organization's heads and advisers**

The SDSO conducted orientation and consultative meeting on September 12, 2025 at USM Gymnasium for Campus Organization heads and advisers. This special meeting was attended by 97 student leaders and advisers.

The following agenda were being tackled: Orientation on accreditation and activity permit application; Orientation on the Pasiklaban 2025 security concerns; collections and contributions; and other concerns raised by the participants.



**Figure 45. Pictures taken during the orientation and meeting.**

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# **CAREER**

**and**

# **COUNSELING DEPARTMENT**

**(CCD)**

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### Orientation for Transferees and Shifters

The Counseling and Career Department (CCD) of the Office of Student Affairs (OSA), through the College-based Guidance Coordinators (CGCs) hosted an orientation activity (by college/department) for 124 transferees and shifters in January 2025 (Second Semester, SY 2024-2025). The program aimed at ensuring a smooth transition and integration of shifters and transferees into their new academic environments. Additionally, to familiarize students with college- and department-specific policies, academic requirements, support services, and community culture.

Out of the 12 colleges/institutes, 11 colleges/institutes (100%) successfully conducted their respective orientation programs. One college did not hold an orientation program, as there were no recorded transfers or new students for the semester. Overall, the activity was successfully implemented in all targeted units with the collaborative efforts of the CCD Personnel, CGCs, Student Peer Facilitators (SPFs), and the respective colleges and institutes. (See Appendix A for MOVs)

**Table 12.** Number of Attendees during Orientation for Transferees and Shifters

<b>Orientation for Transferees and Shifters (2nd Semester, SY 2024-2025)</b>	<b>No. of Attendees</b>
CA	17
CASS	10
CBDEM	21
CED	6
CEIT	9
CHEFS	17
CHS	2
CSM	36
CTI	7
CVM	5
IMEAS	0
ISPEAR	10
<b>TOTAL</b>	<b>124</b>



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**Academic Follow-up for Students with Deficiencies**

CGCs of each college/institute conducted at least two (2) academic follow-ups to students with academic deficiencies or issues. CGCs served a total of 2,474 students.

**Table 13.** Number of Students Served by CGCs – Academic Follow-up

<b>Academic Follow-up c/o CGCs (2nd Semester, SY 2024-2025)</b>	<b>No. of Students Served</b>
CA	3
CASS	2
CBDEM	38
CED	31
CEIT	1746
CHEFS	60
CHS	10
CSM	3
CTI	22
CVM	386
IMEAS	119
ISPEAR	54
<b>TOTAL</b>	<b>2,474</b>

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CGCs of each college/institute conducted at least two (2) academic follow-ups to identified students with academic deficiencies or issues. A total of 1,475 students were served by the CGCs.

**Table 14.** Number of Students Served by CGCs – Academic Follow-up

<b>Academic Follow-up c/o CGCs (1st Semester, SY 2025-2026)</b>	<b>No. of Students Served</b>
CA	4
CASS	13
CBDEM	2
CED	41
CEIT	432
CHEFS	33
CHK	NO DATA AVAILABLE
CHS	66
CSM	3
CTI	19
CVM	19
IMEAS	552
<b>TOTAL</b>	<b>1,475</b>

### Counseling Services

Apart from the 117 *personal concerns* (e.g., mental health issues, relationship issues) and 1,857 *academic- and school-related concerns* (e.g., signing of clearance, shifting forms, etc.) addressed by CGCs, the CCD through the Guidance Counselors provided counseling sessions to 38 *referred and 3 walk-in students* who signified their interest to attend counseling sessions.

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**Table 15.** Number of Students Served by Guidance Counselors – Counseling

<b>Counseling Services c/o Guidance Counselors (1st Semester, SY 2025-2026)</b>	<b>No. of Students Served</b>
Guidance Counselor 1	Referred - 25 Walk-in – 2
Guidance Counselor 2	Referred- 13 Walk-in – 1
<b>TOTAL</b>	<b>41</b>

**Table 16.** Number of Students Served by Guidance Counselors – Counseling

<b>Counseling Services (Guidance Counselors) (2nd Semester, SY 2024-2025)</b>	<b>No. of Students Served</b>
Guidance Counselor 1	Referred - 9 Walk-in – 1
Guidance Counselor 2	Referred- 10 Walk-in – 3
<b>TOTAL</b>	<b>23</b>

### Psychological Testing

Moreover, CCD with the assistance/help of the CGCs, facilitated the conduct of psychological testing to all students for possible intervention, reinforcement, or career placement.

**Table 17.** Psychological Testing for Students – Turnout 2<sup>nd</sup> Sem SY 2024-2025

<b>Psychological Tests Conducted</b>	<b>No. of Testtakers</b>
Career Competency Scale (CCS) for Second Year Students (2nd Semester, SY 2024-2025)	2,268 out of 2,826 (79.97%)
Career Competency Scale (CCS) for Second Year Students (conducted 2nd Semester, SY 2023-2024)	2,268 out of 2,826 (79.97%)

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<b>Psychological Testing Results Released</b>	<b>No. of Testtakers</b>
Manchester Personality Questionnaire (MPQ) for Third Year Students (conducted 1 <sup>st</sup> Semester, SY 2024-2025)	2,845 out of 2,931 (97.06%)
Work Habits, Attitudes, and Productivity Scale (WHAPS) for Fourth Year Students (conducted 1 <sup>st</sup> Semester, SY 2024-2025)	2,317 out of 2,317 (100.00%)

**Table 18.** Psychological Testing for Students – Turnout 1<sup>st</sup> Sem SY 2025-2026

<b>Psychological Tests Conducted</b>	<b>No. of Testtakers</b>
Career Competency Scale (CCS) for Second Year Students	350 out of 397 (88.16%)
Work Habits, Attitudes, and Productivity Scale (WHAPS) for Fourth Year Students	2,924 out of 3,392 (86.20%)

**Guidance Seminars**

Moreover, CCD conducted *three (3) guidance seminars for students across all year levels on September 12, 2025, October 24, 2025, and November 14, 2025.* The last two seminars were also streamead via Facebook Live with several viewers.

**Table 19.** Number of Attendees during the Guidance Seminar Series

<b>Seminar</b>	<b>No. of Attendees</b>
Seminar 1: Grace under Pressure: Etiquette Essentials in the University	2,139 freshmen and transferees
Seminar 2: Combatting Harassment and Sexual Misconduct: Addressing Sexual Harassment Issues among College Students (postponed)	373 second year students
Seminar 3: Feeling Anxious and Distressed?: Understanding and Practicing Emotion Regulation and Self-care	785 third year and up students

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### Group Growth Program (GPP) for Freshmen and Transferees

The CCD worked hand in hand with CGCs and SPFs in facilitating the Group Growth Program (GPP) for all freshmen and transferees for the school year 2024-2025. 2,989 freshmen and transferees completed the program, while 26 outgoing SPFs were recognized for their service. A culminating activity was successfully held on May 02, 2024, at the USM Auditorium.



Figure 46. GPP Graduation pictures

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### Employment Coaching Activities for Graduating Students

Moreover, CCD conducted *three (3) employment coaching activities for graduating students*. Two (2) relevant seminars and a job fair were attended by graduating students to equip them with knowledge and skills that will help them to be job-ready once they graduate. However, some graduating students were not able to attend some activities since they were still rendering duty hours in their respective OJT sites. (See Appendix C, D, and E for MOVs.)

**Table 20.** Number of Attendees during the Employment Coaching Activities for Graduating Students

Activity	No. of Attendees
Labor Education for Graduating Students – June 04, 2025 (AM)	2,131 out of 2,945 (72.40%)
Pre-employment Coaching Seminar-Workshop – June 04, 2025 (PM)	1,812 out of 2,945 (61.53%)
USM Job Fair 2025 – June 13, 2025	<ul style="list-style-type: none"> <li>• 2116 out of 2945 (71.85%) graduating students participated during the job fair</li> <li>• 64 individuals from outside the University also participated.</li> </ul> <p>Hired on the spot – 3</p> <p>Qualified upon submission of TOR/other documents– 321</p>



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Figure 47. Pre-deployment Coaching, June 4, 2025



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**Figure 48. Labor Education for Graduating Students, June 4, 2025**



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Figure 49. Job Fair, June 23, 2025



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### **Job Postings**

The CCD posted a total of *sixty (60) job opportunities and/or advisories* on the official CCD Facebook page from January 2025 until June 2025. A *total of sixteen (16) job vacancies, job opportunities and/or advisories* on the official CCD Facebook page from July 2025 until December 2025 were also posted. This is to disseminate information especially for USM graduates searching for jobs. In addition, *19 IEC guidance-related materials* were posted on the CCD-OSA Facebook page from July 2025 until December 2025. This is to disseminate information, especially for USM graduates searching for jobs.

### **Exit Survey for Graduating Students**

An exit survey for graduating students was conducted through Google Forms (online). A total of *2,447 out of 2,945 graduating students* accomplished the forms. Data collection is still ongoing.

### **Continuing Professional Development**

*One (1) CCD personnel* was allowed to attend a training in Polomolok, South Cotabato. Moreover, *one (1) CCD personnel and four (4) College Guidance Coordinators* were allowed to attend a national convention in Manila. A reecho was also conducted on February 28, 2025, with the PGCA 2024 Annual and Midyear Conventions attendees as resource speakers, wherein *four (4) CCD personnel and eight (8) CGCs* were present. (See Appendix F for MOVs).

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**Table 21. Seminars Attended (January – December 2025).**

<b>Seminars/Trainings/Conferences</b>	<b>Participants</b>
Training on ASSIST (Alcohol, Smoking, Substance Involvements Screening Test) and Mental Health Self-Help Assessment Tool – February 12-14, 2025	Sheila Rose P. Nicor (Guidance Counselor)
Reecho on PGCA Annual and Midyear Conventions – February 28, 2025	4 CCD Personnel, 8 CGCs
PGCA Annual Convention (Manila, Metro Manila) – May 21-23, 2025	Imelda D. Silao (CCD - Guidance Counselor) Bernadith Borja (CA CGC) Normie Pabinal (CASS CGC) Shandra Paidomama (CED CGC) Norjaida Maliga (IMEAS CGC)

Sixteen (16) in eighteen (18) CGCs attended the re-tooling seminar-workshop hosted by CCD on July 18, 2025. Additionally, one (1) CCD personnel and four (4) College Guidance Coordinators were given an opportunity to attend a national convention in Manila. A reecho was also conducted on February 28, 2025 with the PGCA 2024 Annual and Midyear Conventions attendees as resource speakers wherein four (4) CCD personnel and eight (8) CGCs were present.

**Table 22. Seminars Attended (July-December 2025).**

<b>Seminars/Trainings/Conferences</b>	<b>Participants</b>
Re-tooling Non-counselors for Effective Student Support: A Seminar-Workshop on the Essentials of Guidance Facilitation- July 18, 2025 -Part 1 – Revisiting the Core Functions of CGCs -Part 2 – Revisiting the Guidance Procedures and WRIs -Part 3 – Building Empathy without Losing Objectivity in Guidance	16 out of 18 CGCs
PGCA Midyear Convention (Bohol) – October 23-24, 2025	Rocelle Jean J. Yongque (CCD) Lian D. Bagonoc (CBDEM CGC) Jeannelen P. Lunod (CEIT CGC) Ivy Mar Cabornida (CHEFS CGC) Roberto Gornez (CTI CGC)

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**Administrative Management**

The CCD conducted *two (2) regular meetings* with College Guidance Coordinators on November 21, 2025 and December 11, 2025.

The University PESO Manager, Mrs. Imelda D. Silao, was able to attend *three (3) PESO meetings* for the semester.

**Other Services**

The CCD issued certificates of good moral character (CGMCs) to *1,142 students* (non-graduates only and for graduates with special requests with no derogatory records upon request.

In addition, the CCD provided counseling services to *one (1) faculty member/staff* as well as psychological testing services to *twenty-three (23) faculty and staff* for employment services as requested by the HRMDO.

**Other Activities**

CCD through the Student Peer Facilitators Organization (SPFO) conducted special activities—hospital visitation (AM) and jail visitation (PM)—on December 15, 2025. 26 SPFO members facilitated the hospital visitation at the USM Hospital, in coordination with the USM hospital admin and staff, while 18 SPFO members facilitated the jail visitation at the Kabacan District Jail, in coordination with the BJMP personnel assigned in the district jail.

Prepared and Submitted by:

 Digitally signed  
by MARIA  
LEIDA M.  
DONQUE

**MARIA LEIDA M. DONQUE**  
OSA Director

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