

Primer for New Undergraduate Students

About the Office

The Office of the University Registrar is an academic service unit that administers operations in the areas of: enrollment, student records, graduation, faculty attendance, government liaison and other related services. It is located at L-134.

To request for documents such as certification of breakdown of tuition and fees, visit the Front Desk of the Office of the University Registrar.

Announcement service

Subscribe to the free announcement service maintained by the Office of the University Registrar of DLSU by sending a blank e-mail to dlsu-announce-subscribe@yahoogroups.com

My.LaSalle (MLS) account

Portal for e-mail and On-Line Enrollment. Activation of account is on-line or at Information Technology Services (ITS), Gokongwei Bldg. Room 305 (Ext. 316 or 466).

Suspension of classes

If Typhoon Signal No. 3 or 4 is raised, the campus shall be closed. All activities will be suspended.

DLSU adopts the decision of national or local government agencies during typhoons and other emergencies.

When the decision is left to the discretion of the school, the President and Chancellor makes the decision regarding the suspension of classes. The decision is relayed through the Vice Chancellor for Administration, who officially disseminates the information to the academic community through posting at all gates, through the website, and through text messaging.

Academic calendar

The regular academic calendar consists of fourteen (14) weeks:

Term 1- May (last week) to August

Term 2- September to December

Term 3- January to April

