



OUR LADY OF FATIMA UNIVERSITY POLICIES ON SUSPENSION OF CLASSES

Our Lady of Fatima University follows government policies in class suspension due to typhoons:

In line with the guidelines of the National Disaster Risk Reduction Management Council (NDRRMC), the following are the guidelines for the suspension of classes in higher education institutions.

1. Classes at the collegiate level, including graduate school, are automatically suspended if the proper authorities have declared storm signal no. 3 or higher.
2. Classes at the collegiate level, including graduate school, may be suspended at the discretion of head of the local government or the heads of HEIs if special circumstances in their area such as flooding, road damage, etc. warrant it.
3. HEI heads or their duly authorized representatives shall make the announcement for the suspension of classes not later than 5 o'clock in the morning of the day when it shall take effect, using all means of communication.
4. Even without the suspension of classes, students who are unable to report to class or participate in scheduled activities such as exams, due to inclement weather, shall be given consideration and be allowed to make up for the missed class or activity.

The following are OLFU guidelines that are in place in cases of inclement weather :

- I) In the event classes are suspended during examination week, please be guided by the following:
If the original scheduled exam is on a Monday and classes are suspended on this day, the affected Monday exams are moved to the following Monday. Unaffected scheduled exams will maintain original schedule. Should the Wednesday exams be called off because of the typhoon, the make-up exam will be on the next Wednesday. However certain colleges such as the College of Medicine, and the Graduate School have the option of re-scheduling the postponed exam according to their College Dean.
- II) Students are advised to check the OLFU website and Facebook pages at <http://www.fatima.edu.ph/> and <https://www.facebook.com/fatima.university> respectively for updates and official announcements.
- III) Should there be no PAG-ASA announcements or local government announcement; university officials shall make official OLFU announcements before 5:00AM. In the event that students are in classes and the weather condition deteriorates within the morning, an announcement shall be made by 11:00AM on whether classes will be called off by noon.
- IV) Most of all, the safety of our students are our primary concern. Parents or guardians have the ultimate responsibility in deciding whether their children should attend classes if there are no PAG-ASA announcements when the weather conditions are not favorable. University officials through the faculty will be considerate should your children be unable to attend due to inclement weather and natural occurrences.