




OFFICE FOR THE ADVANCEMENT OF TEACHING
OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
UNIVERSITY OF THE PHILIPPINES DILIMAN

Memorandum No. OAT-OVCAA-JARC 21-82

TO : Deans, Directors, and Heads of Academic Units

THROUGH : 
Ma. Theresa T. Payongayong, PhD
Vice Chancellor for Academic Affairs

FROM : 
Jose Antonio R. Clemente, PhD
Director, Office for the Advancement of Teaching

SUBJECT : SET Answering 1st Sem AY 2021-2022
from 02 December 2021 to 06 January 2022

DATE : 16 November 2021

Please note that the Student Evaluation of Teaching (SET) Answering Module in the Computerized Registration System (CRS) will be **open from December 2, 2021 to January 6, 2022 only**. This applies to all units except the MBA and MS Finance programs of the College of Business Administration, PM-TMEM and ASP.

Students may accomplish the SET by logging into their CRS accounts and clicking on the "SET Answering Module." Those who fail to answer the SET will be tagged as "low priority" in the next term's pre-enlistment, while the students in the MBA calendar who fail to answer the SET will be delayed for 1 hour in the next term's real-time enlistment.

Note that the evaluation of the teaching performance of teaching fellows and teaching associates (TFs/TAs) should also be conducted during the period stated above via CRS (if available). For TFs and TAs who are not included in the CRS, kindly accomplish this Google Form during the same period: <https://bit.ly/EvalforTATF>. For assistance with online evaluation of TFs/TAs, kindly email the Office for the Advancement of Teaching at ovcaa.oatdiliman@up.edu.ph.

The results of the SET for AY 2021-2022 will be used for developmental purposes (e.g., improving online/remote teaching and learning) and for decision-making purposes (e.g., faculty promotions, awards, tenure, and appointments.)



We request all units to inform their faculty members regarding the online SET, and the faculty members, in turn, to actively encourage their students (both undergraduate and graduate) to **accomplish the SET carefully and regularly.**

Kindly cascade the information to your faculty and students.