



UNIVERSITY OF SANTO TOMAS
OFFICE OF THE SECRETARY-GENERAL

UST:S006-00-ME01
AY 2018-2019

TO: THE DEANS AND FACULTY SECRETARIES
FROM: THE OFFICE OF THE SECRETARY-GENERAL
SUBJECT: THOMASIAN 2018
DATE: 10 AUGUST 2018

We are now in the process of preparing the **THOMASIAN 2018**, the only official yearbook of the University.

In this regard, we kindly request you to submit to our office on or before **27 August 2018** the following:

1. List of your **academic officials and faculty members** (with their corresponding degrees) for **AY 2017-2018 (digital copy)**. Please see attached sample format.
2. **Digital photos** of important **student activities** of your college for **AY 2017-2018** with captions/brief descriptions.

Likewise, may we request you to furnish us with a complete list of **topnotchers in given board examinations** from your college/faculty for **academic year 2017-2018** as soon as available.

Thank you for your cooperation.


FR. JESUS M. MIRANDA, JR., O.P.
Secretary-General
Editor, The Thomasian