



UNIVERSITY OF SANTO TOMAS  
THE CATHOLIC UNIVERSITY OF THE PHILIPPINES  
OFFICE OF THE VICE RECTOR FOR RELIGIOUS AFFAIRS

**AMBAG 500 UNIVERSITY-WIDE RETREAT  
PRELIMINARY ACTIVITIES, GUIDELINES, AND REMINDERS**

In view of our forthcoming AMBAG 500 University-wide Retreat with the theme “Eukaristiya: Biniyayaan Upang Maging Biyaya,” which will be held on April 27-29, 2022, the Office of the Vice-Rector for Religious Affairs requests the academic, administrative and research units the following:

**1. Online Registration**

All academic and support staff of the University are expected to accomplish the online registration form in the retreat website (<https://events.ust.edu.ph/AMBAG500>) using their existing UST log-in credentials. Deadline of online registration is on **April 2, 2022 (Saturday)** to allow us to generate the data needed for our immediate preparations.

**2. Online Attendance**

Classes and work are suspended because the whole Thomasian community is expected to attend the online retreat. Our hybrid format, albeit limited in one respect, providentially allows the virtual participation of the entire Thomasian community by livestreaming, thus making it a truly University-wide retreat.

Attendance for the Support Staff will be monitored through the USSAP Portal. For the Academic Staff, it will be done by academic unit using Google Forms to be fielded by the respective academic units who may opt to use this template (<https://bit.ly/3JqSSaq>). After the retreat, we will be requesting from the academic units a summary report in percentage of morning and afternoon attendance for each of the three days. Attendance of the students is required but will not be checked.

**3. Allocation of Onsite Slots**

Due to the restrictions in this time of pandemic, the retreat will have a hybrid format, a limited number of slots for onsite attendance will be distributed equitably among the various units. We then request the units to allot the slots and contact the assigned attendees based on the list of those who signified in the pre-registration their willingness and availability to attend the retreat onsite that the OVRRA will provide. So as not to waste the very limited slots, we ask that you inform us of any free slot/s so we can give them to other units who need more.

**4. Memorial Wall**

An important moment during the retreat will be the Commemoration of the members of the Thomasian community who passed away from 2020-present. All Thomasians with UST log-in credentials, including the students, are highly encouraged to submit the names and/or pictures of their departed loved ones and colleagues by logging in to the AMBAG website so we can include them in prayer. Deadline of submission is on **April 6, 2022 (Wednesday)**.

**5. Departed Academic and Support Staff**

Aside from the online Memorial Wall, we shall also remember our deceased academic and support staff who died from 2020-present. We hereby request all academic and administrative



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units to submit the complete names of all academic and support staff from your respective units who passed away, due to Covid AND non-Covid causes, in the last two years (2020-present) using this Google Form: <https://bit.ly/3wk40SZ>. Deadline of submission is on **April 6, 2022 (Wednesday)**.

### 6. Option for Graduating Students

We also recommend, at the option of the respective academic units, through their Regents, the possibility of offering the AMBAG 500 Retreat as the retreat for graduating students. In this regard, may we propose the following suggestions:

- A Zoom Meeting Room/Webinar will be created by the academic unit to monitor the attendance of the graduating students;
- A moderator can be assigned and there can be group sharing/reflection activities (not necessarily during the AMBAG but possibly on one of the days after);
- A special prayer (<https://bit.ly/2022GradRetreatPrayer>) to be prayed in class daily on the days leading up to the AMBAG in order to dispose the students spiritually for their Graduation retreat;
- You may also want to give a simple souvenir/*pabaon* if there is a possibility of distributing this to the students.

### 7. Distribution of Kits

The retreat kits for all academic and support staff, whether attending onsite or online, will be distributed on **April 18-23, 2022**, coinciding with the USTFU rice distribution, near the entrance of the Santísimo Rosario Parish Church. All are encouraged to claim their kits so they can use them during the actual AMBAG even as they participate in the retreat from their homes. Academic and support staff who will be claiming them are requested to fill out this Google Form (<https://bit.ly/AMBAG500Kit>) for us to anticipate the volume of claimants, although walk-ins will still be accepted.

### 8. Confession

All are highly encouraged, in observance, too, of our Easter obligation, to go to confession in their own parishes as part of our spiritual preparation for the coming retreat.

### 9. AMBAG 500 Prayer

The Thomasian community is also invited once again to pray the AMBAG 500 Prayer daily after the Angelus in the morning, noon and evening.

Let us together beg the Lord for a generous outpouring of His grace that the coming University-wide retreat may be a true occasion of renewal for us, especially as we celebrate the Quincentennial of the Arrival of Christianity in the country, and the 75<sup>th</sup> year since our proclamation as "The Catholic University of the Philippines."

  
**FR. PABLO T. TIONG, O.P.**

*Vice-Rector for Religious Affairs*