**SUMMARY LIST OF NSTP ACADEMIC FIELD ACTIVITIES**

This summary list serves to summarize and inform the Head of Unit, NSTP Diliman, and OFA Diliman about the details of the **face-to-face NSTP academic field activities** (AFAs) that each academic unit will conduct. This form also functions as the official record of the approved NSTP AFAs that academic units will implement during the given semester and academic year.

**Instructions:**

1. The academic unit’s College NSTP Coordinator shall consolidate in this form the gathered details of each NSTP AFA that will be conducted by the academic unit during the given semester and academic year.
2. The College NSTP Coordinator must submit the College-approved form to OFA Diliman through the NSTP Diliman Office at the beginning of the semester before the earliest date of AFA implementation via email to [ofadiliman@up.edu.ph](mailto:ofadiliman@up.edu.ph) in a PDF file.
3. OFA Diliman will return the submitted Summary List of NSTP AFAs to the academic unit through NSTP Diliman, with *OFA Diliman acknowledgment* stamp, to assure the academic unit that their NSTP AFAs are properly documented.

| **Academic Year:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Academic Unit:** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Type of Activity:** | [ ] CWTS [ ] LTS  [ ] ROTC |
| --- | --- | --- | --- | --- | --- |
| **Semester/Term:** | [ ] 1st Semester  [ ] 2nd Semester  [ ] Midyear | [ ] 1st Trimester  [ ] 2nd Trimester  [ ] 3rd Trimester |  |  |  |

| **Department or Institute** | **Course & Section** | **Description of NSTP activity**  *Examples: Teaching students at the community, etc.* | **Venue** | **Date/s of Implementation** (*start and end date*) | **Name of Faculty-In-Charge (FIC)** | **Email of FIC** |
| --- | --- | --- | --- | --- | --- | --- |
| *Example: College of Social Sciences and Philosophy* | *CWTS 2,* |  |  | *October 1-5, 2023* |  |  |
| *Example: College of Home Economics* | *CWTS 2* |  |  | *January to March, 2023* |  |  |
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|  |  |  |  |  |  |  |

*(add more rows as necessary)*

***The unit, under the representation of the FIC and the College NSTP Coordinator, in close coordination with the NSTP Diliman Office, has taken precautionary measures to ensure safe and secure facilitation and completion of the above-mentioned NSTP AFAs.***

| **Endorsed by:** |  | **NSTP Diliman Acknowledgement** |
| --- | --- | --- |
|  |  |  |
| Signature over Printed Name of College NSTP Coordinator |  |  |
|  |  |  |
| Date |  |  |
|  |  |  |
| **Approved by:** |  | **OFA Diliman Acknowledgement** |
|  |  |  |
| Signature over Printed Name of Head of Unit |  |  |
|  |  |  |
| Date |  |  |