VERSION NO.	MANUAL TITLE STUDENT AFFAIRS MANUAL	SAM 1.0
	INTRODUCTION AND AUTHORIZATION	REVISION NO.
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This Student Affairs Manual (SAM) is authorized for use in Philippine Science High School System (PSHSS). It is prepared for the purpose of defining the institution's policies and procedures on student activities. It is established in line with the institution's objectives and commitment to total customer satisfaction and quality education.

Compliance to the provisions of this SAM and reference procedures cited herein is mandatory. This manual shall serve as a guide to the regular performance of our activities and to the continuous improvement of our secondary education curriculum, and support services.

It is intended for office and academic use, and serves all PSHSS management, teaching and non-teaching employees, as well as assessors from an independent quality certification body.

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Any comments, suggestions, or questions regarding the Quality Management System and its documentation may be forwarded to the QMR. A Document Change Request Form available at the QMSO must be accomplished for every revision and submitted it with the supporting documentation (if any) to the QMR.

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