



UNIVERSITY, COLLEGE, AND SCHOOL REGISTRARS ASSOCIATION (UCSRA), INC.
c/o Office of the Registrar, Colegio de San Juan de Letran Calamba
Bucal Bypass Rd, Calamba City, 4027
(049) 545 5453

UCSRA OFFICERS
2023-2025

- President

ELOISA A. GENOTA, MM-HRM
Registrar
Colegio de San Juan de Letran
Calamba
- Vice President

NENITA E. CUEVAS, PhD
Registrar
University of Batangas
University of Batangas – Lipa
Campus
- Secretary

REMINA L. TANYAG, PhD
University Registrar
University of Perpetual Help
System Laguna
- Asst.
Secretary

ENGR. SHERRYL M. GEVAÑA
Registrar
First Asia Institute of Technology
and Humanities
- Treasurer

MYRA A. MARAÑA, PhD
University Registrar
UPHSD Calamba Campus
- Asst.
Treasurer

ROSENDA P. DE GUZMAN, MAED
College Registrar
St. Anne Lucena College, Inc.
- PRO

RONEO C. VILLANUEVA, MBA
Registrar
San Pablo Colleges
- Board
Members

JOANNE C. PASION
Registrar
World Citi Colleges

SUE S. KALINAWAN. PhD
Registrar
St. Dominic College of Asia

MARIFLOR M. UBER, MBA
Registrar
National College of Business
and Arts, Taytay Campus

ROBERT G. UY, PhD
Registrar
PBTS Colleges, Inc.

TEOFILO C. ESGUERRA JR, PhD
Registrar
Adventist University of the
Philippines, Silang Cavite
- Coordinator

ENGR. LOUPEL B. GUETA
Education Program Supervisor
CHED IV-A
- DR. ROGELIO T. GALERA, JR., CESO III
Director IV
CHED IV Adviser

July 29, 2025

Dear Sir/Madam:

The University, College, and School Registrars Association (UCSRA), Inc., will hold its 36th Annual Convention with the theme: **“Resilient Minds, Responsive Services: Navigating the Future of Registrarship with Data Analytics, Artificial Intelligence, and Wellness”**, on October 8 – 10, 2025, at Hotel Casiana, Tagaytay City.

The objectives of the 36th UCSRA Annual Convention are as follows:

1. To equip registrars with the latest CHED policy updates and strategic directions to strengthen student records management, academic operations, and regulatory compliance in higher education.
2. To promote mental health awareness and enhance client relations by encouraging practices that support emotional well-being, empathy, and warm, responsive service within registrar and student services offices.
3. To introduce the integration of Artificial Intelligence (AI) in registrar operations, allowing participants to explore tools and technologies that streamline workflows, enhance service quality, and support data-informed decisions.
4. To advance the use of institutional data through strategic analytics, empowering registrars to contribute to academic planning, policy formulation, and institutional development beyond traditional record-keeping roles.
5. To build camaraderie, encourage collaboration, and support professional development through interactive sessions, fellowship activities, and the election of the new UCSRA Officers and Board of Directors.

The convention is packaged and will entail a registration fee as follows:

Category	Early Bird (on or before September 15)	Late Registration (September 16- October 4 only)
Convention Fee	Php 10,000.00	Php 10,500.00
Membership Fee	Php 500.00	Php 500.00
Total	Php 10,500.00	Php 11,000.00

The registration fee will cover meals (breakfast, lunch, dinner, and snacks), accommodation for three (3) days and two (2) nights, convention kits, honoraria for the speakers, basic personal travel insurance, and other related expenses. **Please note that live-out arrangements are not allowed.** To ensure full participation, punctuality, and collaboration, all participants are required to stay at the designated venue for the entire duration of the convention **to ensure a smooth conduct of the event, no walk-in participants will be accommodated.**

To register, participants must visit the UCSRA’s webpage at ucsra.uphsl.edu.ph and complete the online registration form. During registration, they will be required to **upload proof of payment**. A sample proof of payment for upload is attached to this email. Their registration will be confirmed once their payment has been validated. Payments can be made using the bank details provided below.

Bank : BPI
Account Name : University, College, and School Registrars Association (UCSRA) Inc.
Branch : BPI Calamba Checkpoint Branch
Account Number : 003581 – 0005 – 36

For further inquiries, you may contact the following officers:


Dr. Remina L. Tanyag smile.lintag@uphsl.edu.ph (02) 8779-5310 local 3023 or 09171338326
Engr. Sherryl M. Gevaña smgevana@firstasia.edu.ph (043) 778-0656 loc 328 or 09173126786
Dr. Myra A. Maraña mymy122475@yahoo.com (049)834-1159 local 104 or 0927-289-1224


We believe your participation will significantly contribute to the success of this convention and provide you with valuable takeaways to implement in your institution.

Considering the above, we formally request the attendance and participation of your institution's Registrar, Liaison Officer, and/or Records personnel at the UCSRA’s 36th Annual Convention. Please see the attached program of activities for your reference.

Thank you very much for your usual support for UCSRA.

Respectfully yours,


DR. TEOFILO C. ESGUERRA JR.
Convention Chair/BOD

Noted by: 
MS. ELOISA A. GENOTA
President



UNIVERSITY, COLLEGE, AND SCHOOL REGISTRARS ASSOCIATION (UCSRA) INC.

36TH ANNUAL CONVENTION

October 8-10, 2025 | Hotel Casiana, Tagaytay City

Theme: "Resilient Minds, Responsive Services: Navigating the Future of Registrarship with Data Analytics, Artificial Intelligence, and Wellness"

PROGRAM OF ACTIVITIES

Day 1 – October 8, 2025

1:00pm – 2:30pm	Registration		3:00pm-3:15pm	Sponsor's Time	
2:30pm-3:00pm	Opening Ceremony		3:15pm-4:45pm	Streamlined SHS Curriculum	Ma. Guia M. Del Valle-Ramoso
	Invocation			Q&A	Director III,
	National Anthem			Awarding of Plaque of Appreciation	Office of the Secretary. DepEd
			4:45pm-5:00pm	Treasurer's Report	Dr. Myra A. Maraña
	Opening Remarks	Dr. Teofilo Esguerra Jr.	5:00pm-5:30pm	Taiwan International	Treasurer, UCSRA
		BOD, UCSRA		Benchmarking Report and	Ms. Eloisa A. Genota, MM-HRM
		Convention Chair		President's Report	President, UCSRA
	Presentation of the Participants	Dr. Remina L. Tanyag	5:30pm-6:30pm	Election of Officers	COMELEC
		Secretary, UCSRA	6:30pm-7:30pm	Dinner	
3:00pm-5:00pm	Wellness at Work, Warmth in Service:	Ms. Mariel Kliatchko			
	Strengthening Mental Health and Client	Managing Consultant,			
	Relations in Academic Offices	UpSkills Management Inc			
	Q&A				
	Awarding of Plaque of Appreciation				
5:30pm-6:30pm	Check in/Preparation for the Socials				
6:30pm-9:00pm	Dinner and Socials				
	Theme: Blooms and Bubbles				

Day 2 – October 9, 2025

6:30am-8:30am	Breakfast				
8:30am-11:30am	CHED Policy Updates	Dr. Rogelio T. Galera Jr.			
	Q&A	Director IV, CHED IV			
	Awarding of Plaque of Appreciation				
11:30am-12:00pm	Sponsor's Time				
12:00pm-1:00pm	Lunch/Sponsor's Time				
1:00pm-3:00pm	From Records to Relationships:	Dr. Gregg Victor Gabison			
	Modernizing Registrar Services	Country Manager			
	Through AI	RBT Philippines			
	Q&A				
	Awarding of Plaque of Appreciation				
			10:30am-10:50am	Announcement of New Set of Officers	
				Turnover Ceremony	
				Awarding of Plaque of Appreciation to	
				Outgoing Officers	
			10:50am-11:00am	Closing Remarks	Dr. Nenita E. Cuevas
					Vice President, UCSRA

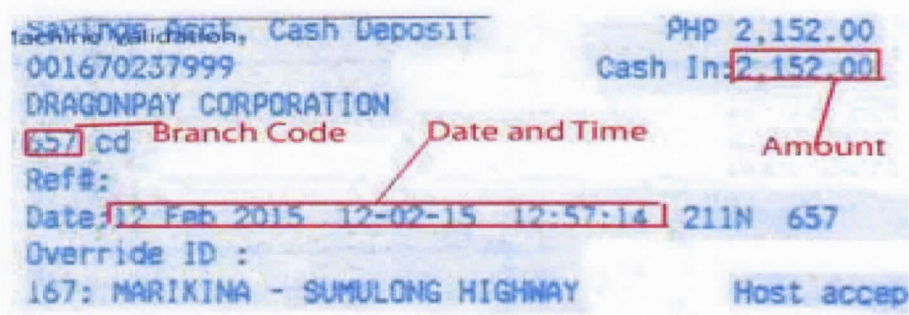
Day 3 – October 10, 2025

6:30am-7:30am	Holy Mass	
7:30am-8:30am	Breakfast	
8:30am-10:30am	Beyond Transcripts: Unlocking	
	Institutional Potential with Strategic	
	Registrar Data Analytics	
	Q&A	

Dr. Xenia Z. Bitera
Senior Director for Research
Colegio de San Juan de Letran

SAMPLE PROOF OF PAYMENT FOR UPLAODING

PROOF OF PAYMENT



Name of School	:	ABC Institute
Address of School	:	Tanauan City Batangas
Contact Person	:	Juan Dela Cruz
Contact No.	:	043-405-1234
Name of Bank	:	GCASH/BPI Family Bank
Date/Time of Deposit/Payment	:	July 9, 2024
Reference Number	:	2024123454
Registered Participants	:	3
Name of Registrants	:	Sherryl M. Gevana Eloisa A. Genota Remina L. Tanyag