

## REQUEST FOR LEAVE OF ABSENCE

March 29, 2022 Date

ANABELLA B. TULIN
Dean, Graduate School
VSU, Visca, Baybay City, Leyte

Dear Dr. Tulin:

I wish to request for leave of absence from VSU Graduate School from 2<sup>nd</sup> Semester of A.Y. 2021-2022 because of the following reasons:

I am having too many employment and personal obligations as of the moment. I also need one semestral break to study all courses for my comprehensive exam in this coming 1st Semester of A.Y. 2022-2023.

BAYANI P. CASTILLO, JR
Name and signature

Very truly yours,

Noted:

ANALITA A. SALABAO

Chairman, Graduate Advisory Committee

Date:

Approved:

ANABELLA B. TULIN
Dean, Graduate School
Date: \_\_\_\_\_

Distribution of copies: Graduate Student, Registrar, Major Department, Graduate School

\* Indicate N/A or NONE for fields not applicable