



August 26, 2022


Dr. Beatriz S. Belonias
Vice President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Belonias:

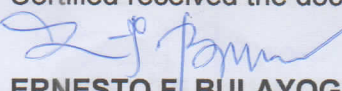
Please be informed that I am authorizing **Prof. Ernesto F. Bulayog**, a regular faculty member of the department, to take charge my class records and to accommodate queries of my students regarding completion of grades, thesis advising and other academic concerns. I have also submitted all my final grades handled last 2nd Semester, SY 2021-2022. This is in view of my retirement effective September 1, 2022.

Rest assured that the physical copies of students' basic academic records of all the subjects I handled have been turned-over and received by Prof. Bulayog.

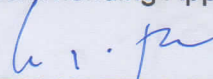
Very truly yours,

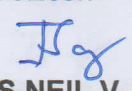

MA. SALOME B. BULAYOG
Professor

Certified received the documents as stated:


ERNESTO F. BULAYOG
Faculty

Recommending Approval:


MARIA HAZEL I. BELLEZAS
Head, DoEcon


MOISES NEIL V. SERIÑO
Dean, CME

APPROVED:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

cc: Office of the University Registrar