



APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
06-1-01074	MONZOLIN	JASON PAOLO	FILOTEO	BSCHEM

02/16/23

Date

MA. THERESA P. LORETO

Dean, College of Arts and Sciences

Visayas State University

Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 2nd Semester until the end of 2nd Semester SY 2022-2023
for the following reason(s) work to support my study.

gn.

Signature of Student

For currently enrolled students only:

For a leave of absence to be availed of during the 2nd half of the semester, professors concerned are required to indicate the class standing of the student whether "Passing" or "Failing" at the time of application for leave.

Subject	Class Standing	Inst./Prof. Signature	Subject	Class Standing	Inst./Prof. Signature

Recommending Approval:

Approved:

Noted:

ELIZABETH S. QUEYEDO

Department Head

Date: _____

MA. THERESA P. LORETO

College Dean

Date: _____

MANOLO B. LORETO

Dean of Students

Distribution: 1 Registrar, 1 Dean of Students, 1 College Dean, 1 Parents/Guardian, 1 Student

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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