



July 4, 2022

Dr. Edgardo E. Tulin
University President

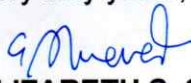
Thru: **Dr. Beatriz S. Belonias**
Vice President for Academic Affairs and
Chairman, VSFC-AS

Dear Sir,

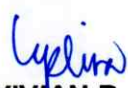
The Personnel Committee of the Department of Pure and Applied Chemistry would like to endorse the request of Ms. Helen Grace F. Oracion for a study leave with pay from August, 2022 to July, 2024. Please see attached letter request of Ms. Oracion.


Thank you.

Very truly yours,


ELIZABETH S. QUEVEDO
Head & Chairman, DPC


FELIX M. SALAS
Member, DPC


VIVIAN P. LINA
Member, DPC


JACOB GLENN F. JANSALIN
Member, DPC


MA. ROBELYN A. INSİK
Member, DPC

Noted:

MA. THERESA P. LORETO
Dean, CAS

Recommending Approval:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Approved:

EDGARDO E. TULIN
University President



July 4, 2022

Dr. Edgardo E. Tulin
President
Visayas State University

Thru: **Dr. Beatriz S. Belonias**
Vice President
Office of the Vice President for Academic Affairs

Dear Sir:

Good day! I am writing to request a two-year study leave starting in August 2022 until August 2024. During my leave, I will be pursuing a Master of Science in Chemistry at the University of Philippines Diliman. Last year, I was admitted to the said graduate study and successfully obtained a scholarship grant under the DOST-ASTHRDP program. However, during that year, I was also promoted from substitute regular to the regular temporary position. To be able to apply for study leave, I rendered a one-year service this previous academic year and postponed my graduate studies. I have already sent my application to UP Diliman as well as to the DOST-SEI ASTHRDP for the scholarship, and have high hopes for it.

I believe that once I complete my MS in Chemistry, I will be of more value to the university. Should my leave be granted, I hope to report back to the department after my leave in August 2024.

Hoping for a positive response to this request. Thank you.

Respectfully yours,


HELEN GRACE F. ORACION
Instructor I, DoPAC
Visayas State University