



July 4, 2022

**DR. EDGARDO E. TULIN**

University President

Visayas State University

Thru:

**ATTY. RYSAN C. GUINOCOR**

Attorney IV

Legal Counsel, VSU

Dear Dr. Tulin,

I am a Graduate Scholar for Faculty and Staff under the CHED K to 12 Transition Program of Graduate Studies. And personally, I thank you for giving me such privilege in grabbing the opportunity. I am pursuing my Master of Arts in Education Major in Physical Education (MAEd-PE) at Cebu Normal University as a transferee student from Leyte Normal University, Tacloban City. I was officially enrolled as a transferee student last academic year 2019-2020 with a 12 units subjects to complete my one-year residency. I completed my thesis writing-1 (Title Defense) and also working on my thesis writing-2 last academic year 2020-2021. My apology for the delay in finishing my master's degree, due to many circumstances that sprouted along the way, circumstances which I never thought would transpire. As personal pride, it was never an intent to extend this far. In fact, I have done my best to pass all the course work with utmost urgency, especially the comprehensive exam for one take only in order for it not to be the cause of delay, but "luck" is not on my side. And also, since that time when we were recalled by the University, I put my job first above all else, even if it would cause my personal career growth. Nevertheless, I consider those hindrances as a learning experience.

Hence, I am writing to your good office to seek an appeal of extending the year of finishing my graduate degree until this academic year 2022-2023 and to be free from my monetary liabilities with the University regarding our scholarship contract. I guarantee once I completed my graduate studies, I will give back with all effort by helping in the program development of the Institute of Human Kinetics in its pursuit of excellence together with the mission and vision of the University.

Hoping for your utmost consideration in granting my request. Thank you and more power.

Sincerely yours,

**LYNDON L. MANINGO**

Scholar, CHED K12 Transition Program