



## DEPARTMENT OF BUSINESS AND MANAGEMENT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 53 565 0600 loc.1018 Email: dbm@vsu.edu.ph Website: www.vsu.edu.ph

February 10, 2022

ATTY. RYSAN C. GUINOCOR Chief Legal Officer Legal Office Visayas State University Visca, Baybay City, Leyte

## Dear Atty. Guinocor:

The Department of Business and Management is applying for Certificate of Program Compliance (COPC) for the Master of Management (MM) program to CHED. One of the requirements set by CHED is a sample of the Graduate Teaching Assistance Contract. In this regard, I would like to request for a copy of this document from the Office of the Graduate School. Rest assured that the said document will be used for the COPC application purpose only.

Hoping for your approval on this request. Thank you very much.

Very truly yours,

ANGELITA L. PARADERO Head, DBM

Noted:

MOISES NEIL V. SERIÑO CME Dean

Approved:

ATTY. RYSAN C. GUINOCOR Chief Legal Officer

