



January 26, 2022

Date

Dr. EDGARDO E. TULIN

President

Visayas State University

Visca Baybay City, Leyte

Through: **MANOLO B. LORETO, Jr.**

Dean of Students

Dear Dr. Tulin:

Good day!

I am Shiela Mae N. Mendoza a fourth year Agribusiness student. I stopped year 2018 Second Semester the reason why I stopped because I got pregnant and with that, the person who supported my studies refused to continue to support me financially. He was discouraged after He knew my situation. I was depress, I thought that time the opportunity to finish my studies was end up there. Since I don't want to stop my studies, I pushed myself to find a job just to provide my needs. I really wanted to finish my studies despite of my situation. So, I decided to apply as a working student at Sc Global Food Products Inc. I worked every M, W, F, S, S at the same time I studied every T, TH that's my daily routine until I give birth to my daughter, sad to say, the father of my daughter left us behind I did not received financial support from Him.

So, another challenges in my life, I decided to focus on work and stop my studies I go to Manila for the opportunity to get a job that's why i was not able to file leave of absence.

If I have given a chance to enrolled again this coming Semester School Year 2022-2023 Sir, I will greatly appreciate this chances you have entrusted to me. And I 'll promise I will do my very best, to finish my studies for myself and my daughter's brighter future.


God bless and Mabuhay!

Respectfully yours,


SHIELA MAE N. MENDOZA
Name and Signature of the Student


CERELINA N. MENDOZA
Name and Signature of Parent/Guardian

Approved for the President:


MANOLO B. LORETO, Jr.
Dean of Students

**READMISSION FORM**

Student No.	Last Name	First Name	Middle Name	Course & Year
14-2-00096	MENDOZA	SHIELA MAE	NGOHO	BSAB-4

January 26, 2022
Date

DR. MOISES NEIL V. SERIÑO

Dean, College of Management and Economics
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective second semester/~~summer~~ 2021 -2022. My last attendance from this University was second semester/~~summer~~ 2017 -2018. I was out of school for seven(7) semesters and six(6) summer(s) because of the following reason(s): I was unexpectedly got pregnant and it was hard for me to continue my studies due to my delicate pregnancy. Also, the financial support of my brother had been cut off, when he knew my situation. On previous semester of the AY 2019-2020, I was intended to return to continue my studies. However, I had the opportunity to work and it was also in the midst of pandemic, where I could not able to cope up the new learning method due to my busy work schedules. For this reason also, I have neglected to file for Leave of Absence.

In connection with this, I would like to respectfully request to allow me to be readmitted for this second semester 2022-2023. I am hoping for your kind consideration.

If admitted I promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College to which I am enrolled.

Recommending Approval:

MANOLO B. LORETO, JR.
Dean of Students

Signature of Student

Approved:

DR. ANGELITA A. PARADERO
Department Head

DR. MOISES NEIL V. SERIÑO
College Dean

Certified no financial accountability:

Recorded:

QUEEN-EVER Y. ATUPAN
Cashier

MARWEN A. CASTAÑEDA
University Registrar

Distribution of copies: 1 Cashier, 1 Registrar, 1 Dean, 1 Dept. Head, 1 Admissions Office