



January 10 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 to you!

I am John Jacob S Reyes a BSED Math 2 student in VSU Main Campus. I stopped in 1st semester school year 2020:2021. I stopped in that school year because I had a hard time in managing time because it's my first time in answering module and I don't know where to send my outputs. I don't know also what are the other activities made because at that time I barely check on announcement. Also my family is in hard time at that time because of the pandemic. My father can't adjust, so I choose to help him in finding money.

Im very sorry that I not filled up leave of absence, because I don't know that you will fill up for that. I don't know any process, and only thought that if I stop there is no else need to comply.


If this readmission will be approved I will do my best in this 2nd semester school year 2021:2022.

I regret in stopping in school and promise to do well if I can enroll this semester. I want to finish study and help my parents because I am the 1st child. I will promise to be more productive and find a way when I will encounter challenges in school. I hope I can study again.

Respectfully yours,



JOHN JACOB REYES

Name and Signature of the Student


MARIA REYES

Name and Signature of Parent/Guardian

Approved for the President:


MANOLO B. LORETO, Jr.
Dean of Student



READMISSION FORM

Student No. 19-1-02202	Last Name REYES	First Name JOHN JACOB	Middle Name SUMALINOG	Course & Year BSED MATH - II
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JANUARY 10 2022
Date

Dr. BAYRON S. BARREDO

Dean, College of Education
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective **2nd** semester/summer 2021 -2022. My last attendance from this University was **1st** semester/summer 2020 -2021. I was out of school for **2** semester and ___ summer(s) because of the following reason(s):

I was struggling in managing time and family problem , since I am the 1st child in the family and my parents rely on me because my father is also struggling in financial problem due pandemic.I was not able to send in time the task in school because of internet connection and I have no idea where to send it choose to stay in finding money at that time because it's hard to earn money without my parents approval because I know they will not permit me, and I regret that decision.

I was not able to fill up leave of absence because I didn't know at all that there is kind of that procedure. Besides of that, I am so busy in finding money at that time and I'm shy when someone contact me at that time because I stop in school.

I am hopeful that I can enroll in this semester and promise to be productive. I regret the things I made and eager to study again.

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.


JOHN JACOB REYES
Signature of Student

Recommending Approval:



MANOLO B. LORETO, JR.
Dean of Students

Approved:

Dr. JOEL Q. MABALHIN
Department Head

Dr. BAYRON S. BARREDO
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