



February 07, 2022

**MS. MARWEN A. CASTAÑEDA**

University Registrar  
Visayas State University  
Visca, Baybay City, Leyte

**Subject: Letter of Transmittal**

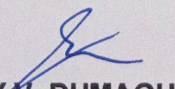
Dear Ms. Castañeda:

The Office of the Head of Admission is submitting herewith the **Admission Requirements** for Incoming First Year and Transfer Students for SY 2021-2022 which includes the following original documents as compliance for their **PROMISSORY NOTE (FM-OHA-05)**:

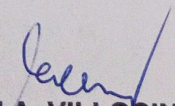
Name of Students:		Requirement/s Submitted
<b>GAMALO, RASSEL LOU G.</b>	<b>BPED-1</b>	Certified True Copy of Report Card(Form138) Original copy of PSA Birth Certificate
<b>VILLAFUERTE, HANNAJ EIRIN C.</b> With Certificate of Admission	<b>BSDC-1</b>	Original copy of Report Card (SF 9) Original copy of PSA Birth Certificate Original copy of Certificate of Good Moral 4pcs passport size ID pictures
<b>FRANCISCO, STEPHEN N.</b> (2020-2021)	<b>BSGE</b>	Original copy of PSA Birth Certificate

Thank you.

Very truly yours,

  
**NANCY V. DUMAGUING**  
Head, Admissions Office

**Noted:**

  
**ALELI A. VILLOCINO**  
Vice President, Student Affairs and Services