



January 11, 2022

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Thru: Dr. Beatriz S. Belonias
Vice President for Academic Affairs

Dear Dr. Tulin:

Greetings!

I hope you are doing well. I would like to request your approval to allow me to bring in two (2) 4th year BSEcon student inside the campus on Sunday, January 16, 2022. These 2 students have been lagging in submitting their course requirements in several of my courses. As teacher, I emphasize with their situation given the knowledge that they are experiencing financial and mental health problems during this pandemic period. I am initiating this meet up to clarify their status and help in their academic setbacks as much as I can.

The two students, **Nathaniel Noya**, from Ormoc City, and **Rhea Mae Dosdos**, from Brgy. Pangasugan, Baybay City, were well performing in their courses pre-pandemic. Now, they are graduating students this semester and I worry much about their academic standing.

Both Noya and Dosdos are fully vaccinated and pose little risk in spreading COVID-19 in the campus; this also comes with the decision of having the meet-up on a Sunday to minimize the number of people that they could be in contact with inside the campus.

I hope for your kind consideration on this request. Thank you sir and more power!

Sincerely,

KARL JOHN A. GALVEZ
Instructor

Noted:

MARIA HAZEL I. BELLEZAS
Head, Department of Economics

Recommending/Approval:

MOISES NEIL V. SERIÑO
Dean, CME

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Approved:

EDGARDO E. TULIN
President