



1/9/22

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, Jed Tyrone B. Garciano a student from Visayas State University - Main Campus would like to continue my studies in the course of Agribusiness. On the 2nd Semester of the School Year 2020-2021 I decided to stop my studies because life during the pandemic is tough. Our family is in a Lower Middle Class, my father doesn't have a stable job and my mother is a vendor at the public market. During the start of the online classes I'm really having a hard time attending because I don't have my own cellphone or any gadgets to use. I have two younger sisters, one of them is college student and the other one is a senior high school student and we share only one cellphone to use for our studies. So I decided to stop my studies even though it's hard for me, and I choose to help my parents by finding a job and luckily I was hired just to get through the day because sometimes we can barely eat two meal for one day.

On the other hand, about the leave of absence I'm really sorry for not filing, it got lost in my mind. That time, I'm already working at the poultry and I don't have any cellphone with me. I can only go home every Sunday and get back at the poultry every Monday morning.

Now that I have my own gadget to use for online learning, I want to continue my studies this coming 2nd Semester of the School Year 2021-2022. I will assure that I'll be doing good in my studies because I really want to graduate to give back to my parents and help my siblings finish their studies. I am hoping that you'll give me a chance to pursue my dreams in life. Thank you.  
Respectfully yours,

Jed Tyrone B. Garciano

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Name and Signature of the Student

Ma. Analyn Garciano

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Name and Signature of Parent/Guardian

Approved for the President:

**MANOLO B. LORETO, Jr.**  
Dean of Students