



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
15-1-02063	PALERMO	EDELINA	DARO	BSED-4

Feb. 14, 2022

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 2019 -2020. I was out of school for four(4) semesters and 2 summer(s) because of the following reason(s): Haven't paid the tuition and can't enroll online.

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

Approved:

Dr. JOEL Q. MABALHIN
Department Head

Dr. BAYRON S. BARREDO
College Dean

Certified no financial accountability:

QUEEN-EVER Y. ATUPAN
Cashier

Recorded:

MARWEN A. CASTAÑEDA
University Registrar

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

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.



VISAYAS
STATE UNIVERSITY



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January 18, 2022

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!

My name is Edelina D. Palermo a fourth year BSED student of Visayas State University. I'm sorry if I not able to file for LOA since I did not ask either our Department Head or Academic Adviser on what to do when leaving for several semester.

My last attendance in the university was 1st sem S.Y. 2019-2020 (Student Teaching). I was not able to file for the clearance on that time because I did not expect that I still have tuition to pay since it was free tuition.

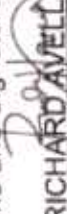
On May 2020, I paid my tuition but it's too late to enroll. 1st sem of S.Y. 2020-2021, I was supposed to enroll online but I can't access the website. I message the FB page of VSU on what to do since I can't enroll online. They advised me to message our Academic Adviser to enroll me this semester.

Please accept this letter and let me enroll this semester as residency. I will be grateful if you let me and finally I can graduate in the VSU, the university that I dreamed.
Thank you sir and have a great day.

Respectfully yours,


EDELINA D. PALERMO

Name and Signature of the Student


RICHARD AVELANA

Name and Signature of Parent/Guardian

Approved for the President:



MANOLO B. LORETO, Jr.
Dean of Students

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