



VISAYAS
STATE UNIVERSITY

RESERVE OFFICERS' TRAINING CORPS UNIT

11 October 2024

DR. REV RHIZZA L. AURE

Department Head

Visayas State University – Department of Physics

Dear Sir:

Greetings! The Visayas State University – Reserve Officers' Training Corps Unit will be conducting its Midterm Examination on 12 October 2024 at the VSU Gymnasium.

As of this moment, we have over a thousand student cadets for Military Science 1. With respect to the university's standpoint, our resolve to accommodate our learners and deliver education is unwavering. However, our meager printing equipment and materials restrict our efforts in carrying out this task.

In this connection, we are kindly requesting your good office to allow us to utilize the Risograph of the Department for the mass production of MS1 test questionnaires to supplement our lack of printing materials on October 12, 2024.

Rest assured that the equipment will be utilized appropriately and area is kept clean.

We hope that this request may merit your consideration and approval.

Thank you very much and more power!

Respectfully yours,

NOTED BY:

JAY B OLARTE

LTC (INF) PA

Commandant, VSU-ROTC Unit

PROF. DARIO P. LINA

NSTP Director

Visayas State University



RESERVE OFFICERS' TRAINING CORPS UNIT
National Service Training Program
Visayas State University, Baybay City, Leyte
Email: nstp@vsu.edu.ph
Website: www.vsu.edu.ph



Management
System
ISO 9001:2015
www.tuv.com
ID 9108958749



Page 1 of 2
FM-VSU-03
V3 06-06-2024
No. 2024-70