



## APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
21-1-02523	LADICA	STRYLL	LUMAGUD	BSA-1

June 21, 2022  
Date

Dr. Victor B. Acid  
Dean, College of Agriculture and Food Science  
Visayas State University  
Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 1st sem 2022-2023 until the end of 1st sem 2022-2023 for the following reason(s) My family is experiencing financial difficulties.

Ladica  
Signature of Student

For currently enrolled students only:

For a leave of absence to be availed of during the 2<sup>nd</sup> half of the semester, professors concerned are required to indicate the class standing of the student whether "Passing" or "Failing" at the time of application for leave.

Subject	Class Standing	Inst./Prof. Signature

Subject	Class Standing	Inst./Prof. Signature

Recommending Approval:

Approved:

Noted:

Ruth D. Escasinas  
Department Head  
Date: June 21, 2022

VICTOR B. ACID  
College Dean  
Date: \_\_\_\_\_

MANOLD B. LORETO JR.  
Dean of Students

Distribution: 1 Registrar, 1 Dean of Students, 1 College Dean, 1 Parents/Guardian, 1 Student

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