



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
ECONOMICS**

July 10, 2023

Dr. Beatriz S. Belonias

Vice President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Belonias:

Please be informed that I am authorizing **Ms. Babylyn C. Lambert**, a regular faculty member of the department, to take charge my class records and to accommodate queries of my students regarding completion of grades, thesis advising and other academic concerns. I also have submitted all my final grades handled last 2nd Semester, SY 2022-2023. This is in view of my teacher's leave effective July 8-August 15, 2023.

Rest assured that the physical copies of students' basic academic records of all the subjects I handled have been turned-over and received by Ms. Lambert.

Very truly yours,

BRENDA M. RAMONEDA

Assoc. Prof. II

Certified received the documents as stated:

BABYLYN C. LAMBERT

Faculty

Recommending Approval:

ZYRA MAY H. CENTINO

Head, DoEcon

MOISES NEIL V. SERIÑO

Dean, CME

APPROVED:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

cc: Office of the University Registrar

DEPARTMENT OF ECONOMICS

Visayas State University, Baybay City, Leyte
Email: doe@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1024



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PAGE 1 OF 1
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