



APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
000757	BRAGA	NERELITO	ULBORA	BS BIOLOGY major in Marine Biology - 4


January 9, 2022
Date

DR. MA. THERESA P. LORETO

Dean, College of Arts and Sciences
Visayas State University
Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 1st semester 2005-2006 until the end of 1st semester 2021-2022 for the following reason(s): Our family was financially in troubled in 2005 especially that time when my father got stroke and later was brought to hospital. I have no option but to stop schooling and find work to meet the medical expenses and for our basic daily needs. Later in time, my father peacefully rested and much of the expenses depended on me. I also had my own family that time and so I need to continue working for our daily provision.


Signature of Student

For currently enrolled students only:

For a leave of absence to be availed of during the 2nd 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

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Recommending Approval:

ANALYN M. MAZU
Department Head
Date: 1/10/2022

Approved:

MA. THERESA P. LORETO
College Dean
Date: _____

Noted:

MANOLO 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.