



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
12-1-00397	VILLANEZA	ROBOAM DAVID	MONTEJO	BSGE-5

Feb. 11, 2022
Date

Dr. JANNET C. BENCURE
Dean, College of Engineering and Technology
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective 2nd semester of SY 2021-2022. My last attendance from this University was 2nd semester of SY 2020 -2021. I was out of school for one semester because of the following reason(s): I was advised to file a leave of absence last semester because my remaining subject was not offered in the said semester.

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. w/ LOA
Dean of Students

Approved:

Dr. JANNET C. BENCURE
Department Head

Dr. JANNET C. BENCURE
College Dean

Certified no financial accountability:

QUEEN-EVER Y. ATUPAN
Cashier

Recorded:

MARWEN A. CASTAÑEDA
University Registrar



VISAYAS
STATE UNIVERSITY

OFFICE OF THE UNIVERSITY REGISTRAR
1/F Administration Building
Visca, Baybay City, Leyte, 6521-A PHILIPPINES
Telefax: +63 53 563 7067 or 563 7428; Local 1010
Email: registrar@vsu.edu.ph
Website: www.vsu.edu.ph

APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
12-1-00397	VILLANEZA	ROBOAM DAVID	MONTEJO	BSGE-5

08-31-21
Date

Dr. Jannet C. Bencure
Dean, College of Engineering and Technology
Visayas State University
Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 1st semester AY 2021-2022 until the end of 1st semester for the following reason(s) I do not have subjects to enroll this semester. I will, however, work on my lacking requirements for certain subjects last semester.


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

Subject	Class Standing	Inst./Prof. Signature

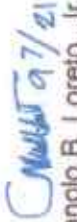
Recommending Approval:

Approved:

Noted:


Jannet C. Bencure
Department Head
Date: 09-03-2021


Jannet C. Bencure
College Dean
Date: 09-03-2021


Manolo B. Loreto, Jr.
Dean of Students

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

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.