



APPLICATION FOR LEAVE OF ABSENCE

| Student No. | Last Name | First Name | Middle Name | Course & Year |
|-------------|-----------|--------------|-------------|-------------------|
| 20-1-02282 | ALA | DANIELLA MAE | FUNDA | BSMeteorology - 1 |

Jan 25, 2023

Date

Dr. Jannet C. Bencure

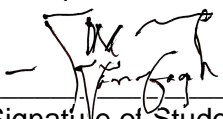
Dean, College of Engineering and Technology

Visayas State University

Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 2nd Sem 2022-23 until the end of 2nd Sem AY 2022-2023 for the following reason(s) as I am currently experiencing and have been experiencing financial hardship caused by unexpected expenses and/or loss of income, as well as the need to address personal financial issues that are impending my progress in returning to school.


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 |
|---------|----------------|-----------------------|---------|----------------|-----------------------|
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Recommending Approval:

Approved:

Noted:

CHARLIE S. ANDAN

Department Head

Date: _____

JANNET C. BENCURE

College Dean

Date: _____

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.