



August 22, 2022

Ms. Marwen A. Castaneda

University Registrar
Visayas State University
Visca, Baybay City

Dear Ms. Castaneda,

Warm Greetings!

In the midyear of SY 2021-2022, we have 16 third-year BSEcon students who are having their On-the-Job Training/Economic Practicum in selected LGUs and agencies in Ormoc, Hindang, Maasin, and Tacloban City as a requisite of the course. They are required to render a total of 240 hours. For this year's batch, being the first batch of economics students deployed in the field, the deployment was delayed because of the preparations and approval of the Memorandum of Agreement (MOA) between VSU and the host agencies. Hence, the student trainees are still doing their apprenticeship till September 2022.

In this regard, we would like to request your approval for the late submission of grades for the following students enrolled in Econ 200a:

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|---------------------------|---------------------------------------|
| 1. Agreda, Ruth Dianne B. | 9. Rebato, Mary Danielle Sta. Iglesia |
| 2. Cañete, Rogelio M. Jr. | 10. Rebato, Marc Ruben R. |
| 3. Congson, Lelith A. | 11. Sabando, Rio Rosa B. |
| 4. Huertas, Ronnel P. | 12. Sajulga, Jhaira M. |
| 5. Lucañas, Giselle C. | 13. Suerte, Angelica Jane F. |
| 6. Mejares, Staecy A. | 14. Trigo, Marie Rose B. |
| 7. Moreno, Jan Luziel D. | 15. Tumampo, Jastine S. |
| 8. Parrilla, Vanesa A. | 16. Yuson, Hannah Grace C. |

Hoping for your kind consideration of this request.

Thank you very much.

Very truly yours,


KARL JOHN A. GALVEZ
OJT Coordinator

Noted:


MARIA HAZEL I. BELLEZAS
Head, DoEcon