



February 22, 2022

Ms. Marwen A. Castañeda

University Registrar
Visayas State University
Visca, Baybay City, Leyte

Thru: **Mr. Mikhael Restor**

Dear Ms. Castañeda,

Greetings!

I would like to request your office to process the enrolment in the Cumulus Portal of the newly hired faculty member in our department.

Full name : Jubymar A. Mabuto
Contact Number : 09272905722
Email address : jubymar.mabuto@vsu.edu.ph
Position : Instructor I

Thank you very much.

Sincerely,

LORINA A. GALVEZ

Department Head

Approved:

MARWEN A. CASTAÑEDA

University Registrar