



May 26, 2022

**Prof. Manolo B. Loreto, Jr.**  
Dean of Students  
Office of Student Affairs  
Visayas State University  
Baybay City, Leyte

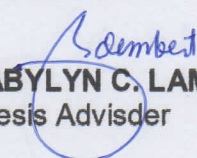
**Dear Prof. Manolo:**

One of our major BSEcon 4<sup>th</sup> year student, **Ms. Jennelyn Gontinas** is presently conducting her research study entitled "**Employment Outcomes of BS Economics Graduates of Visayas State University**". Right now she is gathering data of our graduates and their employment status starting year 2010 until the present through online survey (google form) based on the lists of graduates in commencement program. The data collected will be very useful in the completion of her study and accreditation purposes in the future. Unfortunately, we don't have some copies of the program due to the renovation of Econ building.

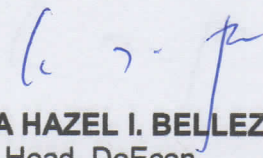
In this regard, we would like to borrow the commencement program for the year 2010, 2011 and 2012. We are positive that your office have complete/compiled copies of this documents.

Thank you very much and hoping for your favorable action and approval to this request.

Very truly yours,

  
**BABYLYN C. LAMBERT**  
Thesis Adviser

**Noted:**

  
**MARIA HAZEL I. BELLEZAS**  
Head, DoEcon