



January 28, 2022

Dr. Beatriz S. Belonias
Vice President for Academic Affairs
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Belonias:


Please be informed that I am authorizing **Assist. Prof. Oliver D. Semblante**, a regular faculty member of the department, to take charge my class records and to accommodate queries of my students regarding completion of grades and other academic concerns. This is in view of my contract as part-time instructor ended effective January 28, 2022.

Rest assured that the physical copies of students' basic academic records of all the subjects I handled have been turned-over to Assist. Prof. Oliver D. Semblante.

Very truly yours:


CARA LUZ BUAR

Certified received the documents as stated:


Oliver D. Semblante.
DPhys Faculty

Recommending Approval:


REV RHIZZA L. AURE
Head, Department of Physics

MA. THERESA P. LORETO
Dean, CAS