



## APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-01672	GALVEZ	ZAIBERTH	ESCUADRA	BS IN CHEMISTRY

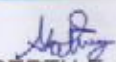
February 27, 2023

Date

Dr. MA. Theresa P. Loreto  
Dean, College of Arts and Sciences  
Visayas State University  
Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective in the 2<sup>nd</sup> semester until the end of SY: 2022-2023 for the following reason(s) I do not have any subjects available to take this 2<sup>nd</sup> semester in SY: 2022-2023 thus my academic adviser recommended for me to take a leave of absence for now, and will be back in the next semester where the subjects I'm supposed to take will be available.

  
ZAIBERTH E. GALVEZ  
Signature of Student

For currently enrolled students only:

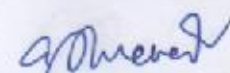
For a leave of absence to be availed of during the 2<sup>nd</sup> half of the semester, professors concerned are required to indicate the class standing of the student whether "Passing" or "Failing" at the time of application for leave.

Subject	Class Standing	Inst./Prof. Signature	Subject	Class Standing	Inst./Prof. Signature

Recommending Approval:

Approved:

Noted:

  
DR. ELIZABETH S. QUEVEDO  
Department Head  
Date: 2/27/2023

DR. MA. THERESA P. LORETO  
College Dean  
Date: \_\_\_\_\_

PROF. MANOLO B. LORETO JR.  
Dean of Students