



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
ECONOMICS**

July 6, 2023

Dr. Aleli A. Villocino

Vice President for Student Affairs & Services
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Aleli:

Greetings!

The Department of Economics will undertake an On-the-Job Training on our 3rd year BSEcon students this summer 2022-2023 as a requirement of the course before their senior standing. They are required to render at least 240 hours of practicum training in various areas to enable them to relate their field of interest with actual work experience and at same time interact with people in the industry.

In line with this, we would like to request approval by your office to allow them to undergo such training. Communications were already sent to collaborative agencies for their acceptance. Likewise, the pre-deployment orientation will be conducted on July 11, 2023 at ADE Lecture Room 235, 2:00-5:00 p.m. in the department to review policies and guidelines in this endeavor before their send off on July 17, 2023.

Our department anticipates for your favorable approval to this request.

Thank you very much and God bless!

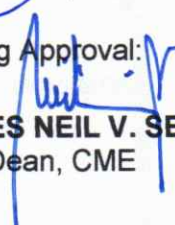
Very truly yours


BABYLYN C. LAMBERT
Faculty & OJT Coordinator

Noted:


ZYRA MAY H. CENTINO
Head, DoEcon

Recommending Approval:


MOISES NEIL V. SERINO
Dean, CME

Approved:

ALELI A. VILLOCINO
Vice Pres. for Student Affairs & Services