



VISAYAS
STATE UNIVERSITY



**DEPARTMENT OF
ECONOMICS**

September 13, 2023

Ms. Magdalene C. Unajan

Head

Department of Computer Science and Technology

Visayas State University

Visca, Baybay City

Dear Maam:

Our BSEcon Program major in Business Economics will undergo COPC Certification. Currently, we are in the process of compiling/gathering the needed documents. In this regard, we would like to request copy of the following from your office:

1. Updated Faculty Matrix
2. Updated PDS and CV of faculty
3. Transcript of Records and Diploma
4. Latest PRC (if any)

Rest assured that these pertinent documents will solely be used for the said purpose.

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

Very truly yours,



ZYRA MAY H. CENTINO

Head, DoEcon

DEPARTMENT OF ECONOMICS

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