



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DEAN OF STUDENTS
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February 02, 2022

Date

Dr. EDGARDO E. TULIN
President
Visayas State University
Visca Baybay City, Leyte

Through:

MANOLO B. LORETO, Jr.
Dean of Students

Dear Dr. Tulin:

Good day to you!

I am hopped-up about finishing my studies despite the major shift of academic setting. However, I was not able to enrol last first semester 2021-2022 because of the particular reason that when I reverted my enrolment, I was incapable of fixing my schedule before the end of enrolment period which is why my adviser was not able to approve it again. Because stopping for a semester is not planned, I was not able to file the Leave of Absence in which I apologize for. I humbly ask another chance to make up for the time I lost and to align things back as I apply for readmission in second semester 2022-2022. I promise to exert extra effort, do the best I can and not waste another opportunity given to me. I promise to survive this course despite the big changes brought by pandemic.

Respectfully yours,

Erica N. Bentulan
ERICA N. BENTULAN
Name and Signature of the Student

Vilma N. Bentulan
VILMA N. BENTULAN
Name and Signature of Parent/Guardian

Approved for the President:

Manolo B. Loreto, Jr.
MANOLO B. LORETO, Jr.
Dean of Students

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-00610	Bentulan	Erica	Nalang	BSDC 3

February 02, 2022
Date

Victor B. Acio
Dean, College of Agriculture and Food Science
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective 2nd semester / summer 2021 - 2022. My last attendance from this University was 2nd semester / summer 2020 - 2021. I was out of school for one semester and summer(s) because of the following reason(s): I reverted my enrolment last semester to fix my subjects but I was not able to do so because of the conflict in schedule until enrolment period is done. My adviser was not able to approve my enrolment again because of this.

If admitted I promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College to which I am enrolled.

Recommending Approval:

Manolo B. Loreto, Jr.
Dean of Students
EDITHA G. CACASAN
Department Head

Erica N. Bentulan
ERICA N. BENTULAN
Signature of Student

Approved:

VICTOR B. ACIO
College Dean

Certified no financial accountability:

Recorded:

QUEEN-EVER Y. ATUPAN
Cashier

MARWEN A. CASTAÑEDA
University Registrar

Distribution of copies: 1 Cashier, 1 Registrar, 1 Dean, 1 Dept. Head, 1 Admissions Office