

APPLICATION FOR LEAVE OF ABSENCE

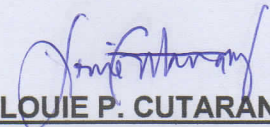
Student No.	Last Name	First Name	Middle Name	Course & Year
20-1-01675	Cutaran	Louie	P.	BSEcon-2

September 7, 2022
Date

Moises Neil V. Serino
Dean, College of Management and Economics
Visayas State University
Visca, Baybay City, Leyte

Sir / Madam:

I would like to apply for leave of absence effective 1st semester, SY 2022-2023 until the end of 1st Semester, SY 2022-2023 for the following reason(s): 1. Due to financial difficulty where I need to work for the meantime to support my younger sisters who are currently enrolled here in VSU and for myself in the future.


LOUIE P. CUTARAN
Signature of Student

For currently enrolled students only:

For a leave of absence to be availed of during the 2nd 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:


MARIA HAZEL I. BELLEZAS

MOISES NEIL V. SERINO

MANOLO B. LORETO, JR.

Department Head

College Dean

Dean of Students

Date: _____

Date: _____

Distribution: 1 Registrar, 1 Dean of Students, 1 College Dean, 1 Parents/Guardian, 1 Student