

OFFICE OF THE UNIVERSITY REGISTRAR

1/F Administration Building Visca, Baybay City, Leyte, 6521-A PHILIPPINES Telefax: +63 53 563 7067 or 563 7428; Local 1010 Email: registrar@vsu.edu.ph Website: www.vsu.edu.ph

APPLICATION FOR LEAVE OF ABSENCE

Student No.	Last Name	First Name	Middle Name	Course & Year
20-1-01675	Cutaran	Louie	P.	BSEcon-2
20 1 010/3	Cumun	Louie	**	BSECON

September 7, 2022 Date

Moises Neil V. Seriño
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 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

Inst./Prof. Signature

For currently enrolled students only:

For a leave of absence to be availed of during the 2^{nd} 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

Recommending Approval:

Approved:

Noted:

MARIA HAZEL I. BELLEZAS

Department Head

Date:

MOISES NEIL V. SERINO

College Dean

Date:

MANOLO B. LORETO, JR.

Dean of Students

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

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.

Page 1 of 1 FM-REG-04 v1 06-30-2020

No.