



**REQUEST FOR LEAVE OF ABSENCE**

September 1, 2023

Date

ANABELLA B. TULIN  
Dean, Graduate School  
VSU, Visca, Baybay City, Leyte

Dear Dr. Tulin:

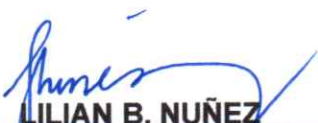
I wish to request for leave of absence from VSU Graduate School from August 2023 to December 2023 because of the following reasons:

I have relocated in Dipolog due to work and since the learning modality of the VSU graduate programs are Full face to face, I won't be able to attend my classes. I have inquired in universities from Dipolog, Dapitan, Ozamiz, Iligan, and other neighboring cities for possible cross enrollment but they do not allow it in their institution and the only option they gave me is to transfer universities.

Very truly yours,

  
**KRIEZLYN KIEL MARDO**  
Name and signature

Noted:

  
**LILIAN B. NUÑEZ**  
Chairman, Graduate Advisory Committee  
Date: 9/6/23

Approved:

**ANABELLA B. TULIN**  
Dean, Graduate School  
Date: \_\_\_\_\_

**Distribution of copies:** Graduate Student, Registrar, Major Department, Graduate School

\* Indicate N/A or NONE for fields not applicable