



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-02402	STA. IGLESIA	MARY GRACE	TRAYA	BSAB-2

February 14, 2022
Date

Dr. MOISES NEIL V. SERIÑO
Dean, College of Management and Economics
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 1ST semester / summer 2020-2021. I was out of school for two semesters and 0 summer(s) because of the following reason(s): Financial problem as my mother has lost her job during the pandemic. I have no other means to support myself financially so I decided not to enroll. I was not able to file for leave of absence as my mental health has deteriorated due to too much stress.

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

Signature of Student

Approved:

Dr. ANGELITA L. PARADERO
Department Head

Dr. BAYRON S. BARREDO
College Dean

Certified no financial accountability:

QUEEN-EVER Y. ATUPAN
Cashier

Recorded:

MARWEN A. CASTAÑEDA
University Registrar



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DEAN OF STUDENTS
Visca, Baybay City, Leyte, 6521-A PHILIPPINES
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Website: www.vsu.edu.ph

February 14, 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 Afternoon Sir, I'm writing you this letter to formally ask you to accept me to continue my studies in our beloved university again. I last attended school on the second semester in 2021. I have stopped attending my classes because of financial problems and also broke my only cellphone to which I do my online classes. My mom and my eldest sister went jobless by that time and we could barely have money for basic commodities. I still tried to find ways to still attend my online classes by borrowing my other sister's phone who also study in VSU but there has been a time where we even fight because she was the one who could not attend her classes too because we got the same schedule. That's when we talked about just letting my other sister be the one who should continue school since she is a graduating student. That decision made me very sad and I was at the point of my life where I was depressed. My academic adviser advised me to take a Leave of Absence so that it would be easier to come back to school. I have contemplated for weeks and thought that maybe I should just really stop going to school for good and just find a job already because the pandemic going on that time leave me very hopeless because both my mom and my eldest sister is still jobless. That is why I thought it's useless to file an LOA because I am not going back to school anyway and just go find a job. I was really hopeless that time Sir that I can still go back to school.

This second semester in 2022 I am planning to go continue my studies with the help of my supportive family and friends. I promise I will do my best to work hard and do well on my studies. I hope you will consider my request Sir. Thank you so much.

Respectfully yours,

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.



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Website: www.vsn.edu.ph

MARY GRACE T. STA. IGLESIA

Name and Signature of the Student

MARIETA T. STA. IGLESIA

Name and Signature of Parent/Guardian

Approved for the President:

MANOLO B. LORETO, Jr.
Dean of Students

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