

22 December 2020

DR. DILBERTO O. FERRAREN

Chairperson

Committee on Housing

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Ferraren:

I have been teaching at the Department of Liberal Arts and Behavioral Sciences, this university, for about six years now, first as Instructor I and then, as Assistant Professor I until I reached my current rank as Assistant Professor III. I received permanent status on 2016.

I am not from Baybay and have no relatives here, so I have been renting rooms and apartments since I got hired in 2014. I currently stay in an apartment in Patag with a rent that is very expensive by local standards. I pay Php. 4,000.00 a month plus Php. 100.00 for every additional appliance in use. It is a good thing that as someone single, I only have myself to attend to. It would be a big help if I live in campus.

I would like to apply for housing, as it will lighten the burden brought about by my already strained finances. It is also much better to live near your workplace, as it saves time and money which could have been spent on more significant and productive activities.

I hope for your generous response to my application.

I look forward to hearing from you.

Thank you.

Yours,



MICHAEL CARLO C. VILLAS

Noted by:

DR. JETT C. QUEBEC

Head

Department of Liberal Arts and Behavioral Sciences