



**VISAYAS**  
STATE UNIVERSITY

## RESERVE OFFICERS' TRAINING CORPS UNIT

10 October 2024

**DR. ANDREW A. MAZO**

IHK Director  
Visayas State University

Dear Sir:

The Visayas State University – Reserve Officers' Training Corps Unit will be conducting its Midterm Examination on 12 October 2024.

In this connection, we request your kind approval to allow us to utilize the upper oval and the shady areas in front of the VSU Gymnasium for the formation of ROTC cadets from 8AM – 11AM to conduct a practical exam.

Rest assured that the area will be kept clean and utilized appropriately.

We hope that this request may merit your consideration and approval.

Thank you very much and more power!

Respectfully yours,

**JAY B OLARTE**  
LTC (INF) PA  
Commandant, VSU-ROTC Unit

NOTED BY:

**PROF. DARIO P. LINA**  
NSTP Director  
Visayas State University

APPROVED BY:

**DR. ANDREW A. MAZO**  
IHK Director  
Visayas State University



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