



November 11, 2022

Dr. Beatriz S. Belonias
Vice President for Academic Affairs
Visayas State University
Baybay City, Leyte

Subject: Update of the Request for Change of Grades

Dear **Dr. Belonias**:

Warm Greetings!

This is in connection with my request for a change of grades in Ncon 142 for Mr. Nathaniel Noya and Ms. Rhea Mae Dosdos. The Committee on Change of Grades invited me to one of their meetings to deliberate this case.

On the other hand, Mr. Noya and Ms. Dosdos also enrolled in the same course (Ncon 142) this semester for the reason that if ever the request for the change of grades is disapproved by the University Academic Council (UAC) they are assured of its grade this semester.

However, when a memorandum on the dropping of subjects was issued, I called an online meeting with them with our dean of CME to discuss and decide whether to drop the subject on November 7 and wait for the UAC meeting or, continue attending the said subject this semester. **Mr. Noya and Ms. Dosdos choose the latter option.** Hence, I made a letter addressed to Dr. Santiago T. Peña, Jr. to withdraw my request for the change of grades of Mr. Noya and Ms. Dosdos.

Another consequence is their INC grades in Ncon 146 where Ncon 142 is a pre-requisite course. The deadline for the submission of INC grades in the previous year is on November 18, 2022. The students are still attending their Ncon 142 this semester. Because of this, **I wish to appeal to your good office to allow me to submit the grades in Ncon 146 at the end of the semester instead of November 18.**

Your kind consideration of this request is highly appreciated.

Thank you very much.

Respectfully yours,

MARIA HAZEL I. BELLEZAS

Requesting professor and Head, DOE

Noted:

MOISES NEIL V. SERIÑO
College Dean