



VISAYAS
STATE UNIVERSITY

**DEPARTMENT OF
ECONOMICS**

June 20, 2025

Dr. Maximo C. Aljibe
Regional Director
Commission on Higher Education
Region VIII
Athletic Road, Barangay 43-B
Quarry District, Tacloban City

Dear Sir,

The Department of Economics hereby submitting the following documents as required for submission in your good office.

1. Pre-internship deployment orientation
2. Appointment as Department Internship In charge
3. Semestral Report on the Implementation of SIP (FM-VPS-09)
4. Report on List of HTEs (FM-VPS-10)
5. One (1) Copy of duly Notarized MOA

These documents serve as compliance as of the per required documents for the intership Program 2nd Semester 2024-2025 of the Department of Economics.

Thank you very much.

Sincerely,

MICHELLE AUBREY D. CABASE
Department Student Internship Program Coordinator
Department of Economics

Noted by:

LEMUEL S. PRECIADOS
Head of Department of Economics



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FM-VSU-03
V4 01-23-2025
No. DOE-2025-