



VISAYAS
STATE UNIVERSITY



**NATIONAL SERVICE
TRAINING PROGRAM**

20 November 2023

DANIEL LESLIE S. TAN
OIC, President
Visca, Baybay City, Leyte

Thru: **ALELI A. VILLOCINO**
VP for Students Affairs and Services

Dear Sir Tan,

May I request that the NSTP be allowed to conduct a whole day formation on **November 25, 2023, December 2 and 9, 2023 (Saturdays)** to make-up for missed learning opportunities due to university-initiated activities (i.e., PASUC and Regional SCUAA), holidays and postponement of classes. The component programs will do

- a) Lecture and military field drills/practice for ROTC
- b) Lecture on community engagement and the project preparation to be implemented this second semester for CWTS.

May I request further that the ROTC Students will have their formation on **November 26, 2023 (Sunday)** instead of November 25, 2023 (one time only) because of Random ROTC Evaluation to be conducted by the ARESOM PA (see attached communication).

We hope for your favorable action on this request. Thank you and God bless.

Very truly yours,


JOY A. BELLEN
Director, NSTP Office

Noted:

ALELI A. VILLOCINO
Vice President for Students Affairs and Services

Approved:

DANIEL LESLIE S. TAN
OIC, President