



VISAYAS
STATE UNIVERSITY

ECO-FARM AND RESOURCE MANAGEMENT INSTITUTE

August 7, 2025

DR. IVY C. EMNACE
Director for Research
Visayas State University

Dear **Dr. EMNACE**:

Greetings!

I am formally writing to your respective office regarding the terminal report of my study entitled: "Formulation of Home-mixed Pellet Ration as Dietary Supplement in Post-weaned Rabbits". During the conduct of this study, I had a transition of my Science Research Assistant (SRA) assigned to this study, adjusting them to make research reports. The project ended in December 2024, unexpectedly, and I wasn't able to let my new SRA make the terminal report because he was not renewed. In connection with this, I humbly request your permission to process and sign my University Clearance. Rest assured that I will do my best to ensure that the documents needed for the clearance will be submitted before the end of August 2025, because I am now in UPLB pursuing my PhD in Animal Science. I need to process this clearance to continue receiving my salary and fellowship grants from Visayas State University to support my studies financially while waiting for the result of my application to the DOST-ASTHRDP Scholarship Program.

I am looking forward to your kind consideration and approval of this request.

Thank you very much.

Respectfully yours,

JEROME O. ARRIBADO
Study Leader

Approved:

IVY C. EMNACE
Director for Research



**ECO-FARM AND RESOURCE MANAGEMENT
INSTITUTE**
Visayas State University, PQWV+X76 Baybay City, Leyte
Email: ecofarmi@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1040



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