



READMISSION FORM

Student No. 15-1-02380	Last Name LADRA	First Name ANTHONY	Middle Name JABERTO	Course & Year BSA-4
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February 03, 2022
Date

DR. VICTOR B. ASIO
Dean, College of Agriculture and Food Science
Visayas State University
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective 2nd semester / summer 2022 -2022. My last attendance from this University was 1st semester / summer 2020 -2021. I was out of school for two(2) semesters and _____ summer(s) because of the following reason(s): Difficulty with online/modular learning... problem accessing my student portal, and lastly financial problem. To support my family and to prepare for readmission this semester I was employed while not on school.

If admitted I promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College to which I am enrolled.

Recommending Approval:


MANOLO B. LORETO, JR.
Dean of Students

Approved:

Dr. ROSARIO SALAS
Department Head

Dr. VICTOR B. ASIO
College Dean

Certified no financial accountability:

Recorded:

QUEEN-EVER Y. ATUPAN
Cashier

MARWEN A. CASTAÑEDA
University Registrar

Distribution of copies: 1 Cashier, 1 Registrar, 1 Dean, 1 Dept. Head, 1 Admissions Office

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DEAN OF STUDENTS
Visayas State University, Lungsod ng Visayas, 6121 A. Philipines
Tel: 052-880-044
Email: manolo@vsn.edu.ph

February 03, 2022
Date

Dr. EDGARDO E. TULIN
President
Visayas State University
Visca Baybay City, Leyte

Through

MANOLO B. LORETO, Jr.
Dean of Students

Dear Dr. Tulin

Good day to you!

With due respect, I would like to request your approval for my readmission this semester. I am
ANTHONY J. LADRA 4th year BS in Agriculture student in your university. My last attendance was
1st semester of 2020.

Moreover, I sincerely apologize for not able to file my leave of absence for the previous three (3)
semesters (August 2020- December 2020, February 2021 & August 2021 – December
2021). The leave of absence is due to financial problem, difficulty with online and modular learning
and difficulty accessing my student portal. I was not able to file my Leave of Absence because I was
busy looking for employment to support my family and filing for LOA was overlooked.

Lastly, if my readmission will be considered I promise to abide by and comply with all the rules and
regulations laid down by competent authority in the University and in the College to which I am
enrolled. I assure to continue and do well in my studies, since I am on my 4th year of study
I would be very grateful if you could consider my readmission this semester.
Thank you for your consideration.

Respectfully yours,


Name and Signature of the Student

Name and Signature of the Student


JOSEPH J. LADRA

Name and Signature of Parent/Guardian

Approved for the President:


MANOLO B. LORETO, Jr.
Dean of Students

Visayas
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of June 2021

2022-23