



**READMISSION FORM**

Student No.	Last Name	First Name	Middle Name	Course & Year
14-1-00970	AGAPAY	SHELMIEL	SAJONIA	BSAB-4

February 15, 2022  
Date

**Dr. MOISES NEIL V. SERIÑO**

Dean, College of Management and Economics  
Visayas State University  
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective 2nd semester 2021-2022. My last attendance from this University was 1st semester 2020-2021. I was out of school for two (2) semesters because of the following reason(s):

Serious health problem and the findings was a Gastritis and I decided to take a rest and it took about one year for my recovery.

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

**Shelumiel S. Agapay**  
Signature of Student

**Approved:**

**Dr. ANGELITA L. PARADERO**  
Department Head

**Dr. MOISES NEIL V. SERIÑO**  
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*



February 14, 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!

I am writing this letter to appeal for readmission to Visayas State University. Last 2nd semester, S.Y. 2020-2021 and 1st semester this school year, I'm very sorry for leaving the University without proper filling of Leave of Absence because I was admitted to Baybay City hospital due to serious health problem and the findings was a Gastritis and I decided to take a rest and it took about one year for my recovery.

I am aware of the benefits of having a degree from Visayas State University will give me and deeply wish to continue my education here. Today I would like to request for re-admission this semester, S.Y. 2021-2022. If readmitted I will give my full effort to finish my studies and should I encounter problems I will take immediate steps to ensure there is not a repeat of last semesters. Thank you for the time you have taken to consider my readmission to Visayas State University.

Respectfully yours,

  
Shelumiel S. Agapay

Name and Signature of the Student

  
Cristituto C. Agapay

Name and Signature of Parent/Guardian

Approved for the President:



**MANOLO B. LORETO, Jr.**  
Dean of Students