



## READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-01014	PADAYAO	GILBERT	SARSONAS	BSA - III

Feb. 14, 2022  
Date

**Dr. VICTOR B. ASIO**

Dean, College of Agriculture and Food Sciences  
Visayas State University  
Visca, Baybay, Leyte

Sir / Madam:

I would like to apply for readmission effective **2nd semester** / summer 2021 -2022. My last attendance from this University was **1<sup>st</sup> semester** / summer 2020 -2021. I was out of school for **two (2)** semesters because of the following reason(s): I was having difficulty with the online learning and with the recent events we had in our family ( financial and family issues).

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

Signature of Student

**Approved:**

**Dr. MANUEL GACUTAN**  
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*



February 15, 2021

Date

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

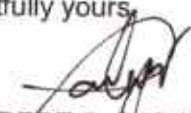
Through: **MANOLO B. LORETO, Jr.**  
Dean of Students

Dear Dr. Tulin:

Good day to you!

I was out of school 2nd semester of S.Y. 2020 – 2021 because of the following reasons: I am having difficulties with the online learning and with the recent events we had in our family (financial and family issues). Due to the pandemic, we had to close down our only source of income, which is our eatery. My father also died during the pandemic, I was having a hard time accepting it. We were struggling financially, my sister also lose her job, I have to help my mother for our daily needs. I worked in different part-time jobs like construction worker, salesman and delivery rider. I worked hard so that I can save some money and buy a phone or laptop for my online class. I had filled for Leave of Absence last April 2021 but it was not accepted because of the deadline. I was not able to read the announcement of the deadline because I was working that time. I would like to apply for readmission this 2nd semester of S.Y. 2021 - 2022. Since the situation is now bearable for us, I would like to continue my studies. If I will be admitted again, I promise to do well in my studies.

Respectfully yours,

  
GILBERT S. RADAYAO

Name and Signature of the Student

*Fe S. Fortunato*

FE S. FORTUNATO

Name and Signature of Parent/Guardian



**VISAYAS**  
STATE UNIVERSITY



**OFFICE OF THE DEAN OF STUDENTS**

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Approved for the President:

**MANOLO B. LORETO, Jr.**

Dean of Students