



February 4, 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 applying for readmission. I stopped in the 2nd semester of SY 2020-2021. The reason why I stopped attending is it was recommended by the Psychiatrist who diagnosed me with Clinical Depression, this illness was affecting my performance while studying, causing me to be forgetful, prone to breakdowns, and feel pressured. I was overwhelmed and had hard time to do the school tasks which made me left behind in my classes. In addition, I wasn't able to file a Leave of Absence because they told me it isn't necessary because I already presented my Medical Certificate. I am requesting to be readmitted this 2nd semester SY 2021-2022, still a first-year Veterinary Student.

As someone who aspires to be an agent of healer to animals in the medical field, I want to do well in my studies to be a competent future Veterinarian. It's time to go back after a year of rest and gaining my mental stability again.

Respectfully yours,


ERICA MACEDA
Name and Signature of the Student


CRISANTA MACEDA
Name and Signature of Parent/Guardian

Approved for the President:


MANOLO B. LORETO, Jr.
Dean of Students



READMISSION FORM

Student No. 20-1-00397	Last Name MACEDA	First Name ERICA	Middle Name NACUA	Course & Year DVM-1
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Dr. SANTIAGO T. PEÑA
Dean, College of Veterinary Medicine
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 **1st semester** / summer 2020 -2021. I was out of school for **two(2)** semesters and **1** summer(s) because of the following reason(s): I have to temporarily stop attending the university because I was diagnosed with Clinical Depression, the Psychiatrist stated in the medical certificate that I am not fit to study because of the mental state I have. I was advised to take a rest from all the stressors caused by the current pandemic and educational set up.

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:


ERICA MACEDA
Signature of Student

Dr. SANTIAGO T. PEÑA
Department Head

Dr. SANTIAGO T. PEÑA
College Dean

Certified no financial accountability:

QUEEN-EVER Y. ATUPAN
Cashier

Recorded:

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.