



VISAYAS
STATE UNIVERSITY



DEPARTMENT OF
AGRONOMY

20 January 2025

SUZETTE B. LINA

Dean

Faculty of Agriculture and Food Science

Dear Dean Lina,

Greetings!

I am writing to formally request your good office for the utilization of CAFS Room 03 and 04 at the Plant Science Building (PSB) due to limited available classroom within our department.

In this connection, I attached herewith the list of the classes (with the course description, offering no., time and date) that we would like to request on the room mentioned above.

We are hoping this be taken into consideration and notify us of the availability of the classroom.

Thank you very much.

Very truly yours,


LUZ G. ASIO
Head, DA

Approved:

DR. SUZETTE B. LINA
Dean, FAFS

DEPARTMENT OF AGRONOMY

Visayas State University, PQUV+97H Baybay City,
Leyte

Email: agronomy@vsu.edu.ph

Website: www.vsu.edu.ph

Phone: +63 53 565 0600 Local 1013



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