



January 12, 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, Nico John L. Mazo, whom enrolled under the program of BS Meteorology and stopped on 1st semester last School Year 2019- 2020.

I was stopped for the reason of having financial problem to support my personal expenses. During my absence, I was looking for a job and eventually I was hired on a BPO Company as a representative.

My reason for not filing the Leave of Absence (LOA) because I lacked on information processing the LOA and I was about to on-board on my job.

And now, I want to pursue my study this Second Semester of School Year 2021- 2022. I can assure to continue, do well, and to finish my studies for me to have a best life.

Respectfully yours, .

NICO JOHN L. MAZO

Name and Signature of the Student

NICOMEDES M. MAZO

Name and Signature of Parent/Guardian

Approved for the President:

MANOLO B. LORETO, Jr.

Dean of Students



READMISSION FORM

Student No.	Last Name	First Name	Middle Name	Course & Year
19-1-01414	Mazo	Nico John	Lopez	BS Met 1

January 12, 2022
Date

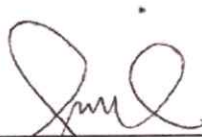

DR. JANNET C. BENCURE

Dean, College of Engineering and Technology
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 2019 -2020. I was out of school for four semesters and two summer(s) because of the following reason(s): for the reason of having financial problem to support my personal expenses. During my absence, I was looking for a job and eventually I was hired on a BPO Company as a representative.

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.


Signature of Student**Recommending Approval:**
MANOLO B. LORETO, JR.
Dean of Students**Approved:**

Engr. DANIEL C. LOR
Department Head

Dr. JANNET C. BENCURE
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