



March 22, 2022

**MS. MARWEN A. CASTAÑEDA**

Registrar  
VSU, Baybay City, Leyte

Dear Ma'am,

I would like to request that our new CWTS Training Staff/Facilitator for 2<sup>nd</sup> Semester, SY: 2021-2022, **Jhann Mae S. Marquez**, be given an account in cumulus one for her to be able to access the CWTS class roster and input the grades.

Email add: jhann.marquez@vsu.edu.ph

Thank you and more power.

Respectfully yours,

  
**JOY A. BELLEN**  
Director, NSTP Office

Approved by:

**MS. MARWEN A. CASTAÑEDA**  
Registrar