

Myra Mae Cornico  
LOPFA, Kilim  
Baybay City, Leyte 6521  
[myramaec99@gmail.com/09309299066](mailto:myramaec99@gmail.com/09309299066)

**January 08, 2025**

**DR. ANDREW A. MAZO**

Director, Institute of Human Kinetics  
Visayas State University  
Visca, Baybay City, Leyte

With Regards,

I am writing to formally express my intent to continue serving as a part-time instructor at Visayas State University for the Second Semester, 2024-2025. Having had the privilege of contributing to the university's academic community last semester, I am eager to further enrich the institution through quality instruction and active engagement in its educational goals.

During my previous tenure, I strived to create a dynamic and student-centered learning environment, ensuring that course objectives were met effectively while fostering intellectual growth among my students. My experience has deepened my commitment to academic excellence and strengthened my ability to adapt to diverse learning needs. Hence, this has equipped me with insights into the university's academic culture, enabling me to collaborate effectively with colleagues and support student success.

Thank you for considering my application. I am more than willing to discuss my application further and provide any additional documentation required. I look forward to the opportunity to continue contributing to the growth and success of the institute as well as to Visayas State University.

Thank you for hearing my candidature. I hope to hear from you soon.

Sincerely,

**MYRA MAE CORNICO**

*Applicant*