Brgy. San Isidro,

Mahaplag, Leyte

June 05, 2023

Dr. Maria Vanessa Gabunada Department Head, Department of Liberal Art sand Behavioral Sciences

Dear Dr. Gabunada,

Greetings!

I am writing you this letter to inform you reagarding some of my lacking requirements or documents for the application you posted on the VSU webpage. In the meantime, I am still processing my PRC License from the PRC Office- Tacloban. I promise to work on it as soon as possible.

I am praying that despite the absence of some documents, you will still consider my application as a parttime instructor in your institution.

Thank you and God Bless you.

Very truly yours,

Rechilyn O. Laureias