

Ryan C. Dela Cruz

Lim-ao Kananga, Leyte

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09815304077

July 11, 2025

Mary Ann G. Cobico

Head, DPSS

Visayas State University

Baybay City, Leyte

Dear ma'am,

Good day. I am writing to express my sincere intent to apply for a part-time faculty position in your esteemed institution. I have already prepared and am submitting all the necessary application documents; however, I would like to inform you that my official Transcript of Records (TOR) is not yet available at this time.

I am currently awaiting the release of my TOR, which will be issued during our graduation on July 24, 2025. I respectfully request your kind understanding and consideration regarding this matter. I assure you that I will submit my TOR as soon as it becomes available but as of this time, I have below the photos of my grades from the first until the last semester of my entire 4-year study.

I am hoping for your understanding, and I remain enthusiastic about the opportunity to be part of your department's academic team.

Sincerely,

Ryan C. Dela Cruz

Select school year

2021 - 2022 - 1st Sem



REFRESH SY

GPA

1.393

Subject	Instructor	Units	Midterm	Final	Completion
NSTP 11r RESERVE OFFICERS TRAINING CORPS (ROTC)	REY A. AUGUIS	3		1.75	
ScSc 11n UNDERSTANDING THE SELF	FLORA MAE A. GALENZOGA	3	1.00	1.00	
ScSc 12n READINGS IN PHILIPPINE HISTORY	JULIE ANN Sales CORDOVA	3	1.25	1.25	
Math 11n MATHEMATICS IN THE MODERN WORLD	JOY ANN Abella CANETE	3	2.00	2.25	
Comm 11 PURPOSEIVE COMMUNICATION	RHODORA Abalajen BANDE	3	1.00	1.00	
Envi 11 ENVIRONMENTAL SCIENCE	SAMUEL Olinas BERNALDEZ	3	1.25	1.00	
PhEd 11n MOVEMENT ENHANCEMENT	FAITH SARAH Vega NOPAL	2	1.25	1.25	
SoSt 101 FOUNDATION OF SOCIAL STUDIES	MICHELLE GALLEGRO ORDOVEZ	3	1.75	1.75	
SoSt 106 ASIAN STUDIES	MICHELLE GALLEGRO ORDOVEZ	3	1.75	1.50	
GPA				1.393	

Select school year

2021 - 2022 - 2nd Sem



 REFRESH SY

GPA

1.607

Subject	Instructor	Units	Midterm	Final	Completion
NSTP 12r RESERVE OFFICERS TRAINING CORPS (ROTC)	NOEL A CAGASAN	3	1.25	1.25	
PrEd 125 THE TEACHING PROFESSION	JAY C. BANSALE	3	1.50	1.75	
PhEd 12n FITNESS EXERCISE	RUBIE JANE MENDOZA BATIS	2	1.25	1.25	
ScSc 14n PHILIPPINE INDIGENOUS COMMUNITIES	ALAINA G. LARRAZABAL	3	1.00	1.00	
PrEd 123n THE CHILD AND ADOLESCENT LEARNERS AND LEARNING PRINCIPLES	ERNA MAE V. ALAJAS	3	2.00	1.75	
PrEd 128n FACILITATING LEARNER-CENTERED TEACHING	HONEYLYN A. BITANGHOL	3	2.00	1.75	
PrEd 129n TECHNOLOGY FOR TEACHING AND LEARNING 1	KRIEZLYNN KIEL MARDIO	3	2.00	2.00	
PrEd 141n THE TEACHER AND THE COMMUNITY, SCHOOL CULTURE AND ORGANIZATIONAL LEADERSHIP	MARIEVIC Siega FLORES-PEÑALOSA	3	1.75	1.50	
SoSt 112 WORLD HISTORY 1 (ANCIENT AND MEDIEVAL ERA)	JAY C. BANSALE	3	1.25	1.50	

GPA

1.607

Select school year

2022 - 2023 - 1st Sem



REFRESH SY

GPA

2.000

Subject	Instructor	Units	Midterm	Final	Completion
Entr 11 THE ENTREPRENEURIAL MIND	MARLON TERAYTAY ANDRINO	3	1.75	1.50	
SpEd 117n FOUNDATION OF SPECIAL AND INCLUSIVE EDUCATION	MARK GIL Ardiente VEGA	3	2.25	2.25	
PrEd 146n ASSESSMENT IN LEARNING 1	HONEYLYN A. BITANGHOL	3	1.75	2.00	
PhEd 13n PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS I	JOVEL M. ABERILLA	2	2.00	1.50	
SoSt 105 GEOGRAPHY 1	MILDRED M. SIAREZ	3	1.25	1.00	
SoSt 111 MACRO ECONOMICS	ERNESTO Fuentes BULAYOG	3	4.25	INC	3.00
SoSt 113 LAW-RELATED STUDIES	ALDRIN Rubi PALERMO	3	2.00	2.00	
SoSt 119 INTEGRATIVE METHODS IN TEACHING SOCIAL SCIENCE DISCIPLINE IN BASIC EDUCATION	HONEYLYN A. BITANGHOL	3	2.00	2.00	
SoSt 122 WORLD HISTORY 2	JAY C. BANSALE	3	2.50	2.25	
GPA				2.000	

Select school year

2022 - 2023 - 2nd Sem



REFRESH SY

GPA

1.938

Subject	Instructor	Units	Midterm	Final	Completion
PhEd 14n PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS 2	MICHAEL A GORRE	2	2.50	2.00	
SoSt 114 COMPARATIVE GOVERNMENT AND POLITICS	ANGELIE Edar GENOTIVA	3	2.00	1.75	
SoSt 117 TRENDS AND ISSUES IN SOCIAL STUDIES	MILDRED M. SIAREZ	3	1.50	1.50	
SoSt 107 GEOGRAPHY 2	HONEYLYN A. BITANGHOL	3	1.75	1.50	
SoSt 108 MICROECONOMICS	ERNESTO Fuentes BULAYOG	3	4.00	INC	3.00
SoSt 109 SOCIO-CULTURAL ANTHROPOLOGY	JAY C. BANSALE	3	2.25	2.50	
SoSt 118 RESEARCH IN SOCIAL STUDIES	JAY C. BANSALE	3	2.00	2.00	
SoSt 123 BASIC SCHOOL MANAGEMENT AND ADMINISTRATION	BAYRON Sales BARREDO	3	2.00	1.75	
PrEd 161n ASSESSMENT IN LEARNING 2	NICKO M. APOSTOL	3	1.50	1.50	
GPA				1.938	

Grades

Select school year

2022 - 2023 - Summer

REFRESH SY

GPA

2.000

Subject	Instructor	Units	Midterm	Final	Completion
SoSt 115 COMPARATIVE ECONOMIC PLANNING	ERNESTO Fuentes BULAYOG	3	3.50	2.00	
SoSt 116 GEOGRAPHY 3	JAY C. BANSALE	3	2.00	2.00	
GPA				2.000	

***PENDING** means your grade is encoded, but not yet approved by the college dean. Pending status will not be included in the GPA computation*

Grades

Select school year

2023 - 2024 - 2nd Sem

REFRESH SY

GPA1.500

Subject	Instructor	Units	Midterm	Final	Completion
PrEd 153b FIELD STUDY 1: OBSERVATIONS OF TEACHING-LEARNING IN ACTUAL SCHOOL ENVIRONMENT	JETRO L MACAYAN	3	S	1.25	
PrEd 154b FIELD STUDY 2: PARTICIPATION AND TEACHING ASSISTANTSHIP	JAY C. BANSALÉ	3	S	1.75	
GPA				1.500	

PENDING means your grade is encoded, but not yet approved by the college dean. Pending status will not be included in the GPA computation

Grades

Select school year

2024 - 2025 - 1st Sem

REFRESH SY

GPA

1.750

Subject	Instructor	Units	Midterm	Final	Completion
PrEd 200n TEACHING INTERNSHIP	EUNICE B. GARCIA	6	S	1.75	
GPA				1.750	

PENDING means your grade is encoded, but not yet approved by the college dean. Pending status will not be included in the GPA computation

VISAYAS STATE UNIVERSITY

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Grades

Select school year

2024 - 2025 - 2nd Sem

REFRESH SY

GPA

1.464

Subject	Instructor	Units	Midterm	Final	Completion
ScSc 16 LIFE AND WORKS OF RIZAL	KIM JURAVEE R, BILLONES	3	1.75	1.50	
Litr 13 LITERATURES OF THE PHILIPPINES	APRIL ROSE VILLABER ALOJADO	3	1.50	1.25	
ScSc 13n THE CONTEMPORARY WORLD	ALDRIN Rubi PALERMO	3	2.00	1.75	
Humn 11 ART APPRECIATION	ELENITA MAE D. FERNANDEZ	3	1.50	1.25	
ScTS 11 SCIENCE, TECHNOLOGY AND SOCIETY	LOURD FRANZ Macavinta GABUNADA	3	1.50	1.25	
Phlo 11 ETHICS	MARK LOUIE B. SORITA	3	1.25	1.00	
PrEd 191 SPECIAL TOPICS	EUNICE B. GARCIA	3	S	2.25	
GPA				1.464	