

July 8, 2021
Dr. Jett C. Quebec
Department of Liberal Arts and Behavioral Sciences
Department Head
Visca, Baybay City, Leyte
Philippines 6521

Dear sir,

I am writing this letter to formally inform you of my intention to return as one of your dependable and skillful teachers in the Department of Liberal Arts and Behavioral Sciences (DLABS) under your commendable supervision.

It might be too much for the ears of the naysayers but I must divulge to you how I love teaching in this university since 2015—being around teachers and colleagues who are keen in helping each other in terms of professional development and who value camaraderie. In fact, I wouldn't have left at all if not for the Commission on Higher Education scholarship that I acquired which pushed me to leave the university portals to study Master of Arts major in English Language Teaching in Cebu Normal University. I am currently a candidate of the said degree program, doing my best to finish it as soon as possible.

My love for this university, more than the return service obligation for my government scholarship, is the gravitational pull that lead my two feet back. And if I will be lucky enough to be hired again this semester, I am very much excited to share the knowledge, experiences, talents, and skills that I have accumulated. I promise to be an asset and a contributing factor in achieving its goals and future endeavors under your leadership, sir.

Thank you for giving me a fragment of your precious time, reading this humble application. If you wish to contact me, my cellphone number is 09630522962 and my personal email address is rizamae811@gmail.com.

Sincerely,

Riza Mae L. Maningo

Applicant