

ROWENA B. ALAO
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Department of Liberal Arts and Behavioral Science
Visayas State University

Dear Ma'am/Sir:

A day full of peace to you!

This is a letter of intent seeking admission to your competent department. I have completed my undergraduate last year in the school where I am applying at. I passed the Licensure Examination for Teachers on March 19 2023 right after graduating from college in August 2022. I received my Bachelor's degree in Secondary Education specializing Social Science from the said University.

My only experience in teaching was my internship at VSU Integrated High School (online class) and in Gabas Integrated school in Baybay City Leyte (face to face class). I was able to gain more knowledge and was able to broaden my skills in teaching in the said institution. Though I don't have years of teaching experience. I believe that I am ready to take the responsibilities of a teacher since we have been extensively trained during college through the series of lectures. I wish to enrich my knowledge in your institution for I have been a firm believer that your department is the best suited for this purpose.

I have chosen this field for I have performed well in this field during my undergraduate courses. My interest continues to remain strong and I feel that my purpose would be best served by learning the same from your esteemed department.

I have been a good student and my teachers and classmates can attest that I did not have any disciplinary issues. Your department provides me the platform and opportunity I need to move ahead of my professional goals. I would be grateful if you could consider my request. I am hoping that you will give me an opportunity to have my first teaching experience in your reputed school.

Thank you for considering my application. I will be waiting for your response.

Sincerely,

Rowena B. Alao

