

NICO S. ODTUHAN
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Date: September 17, 2022

Subject: Lacking Documents

To,

Whom it may concern

I would like to put this into your kind attention that in the present time the Leyte Normal University still not have the diploma and transcript of record and because of this I am unable to submit the said documents. Rest assured that if the documents are available I'll submit to you as soon as possible.

I hope this situation is temporary and I will overcome it soon.

Thanking you.

Sincerely,

Nico S. Odtuhan

Applicant