

August 8, 2021

**MARIA HAZEL I. BELLEZAS**

Department Head

Department of Economics

Visayas State University

ViSCA Baybay City Leyte

Dear Madam,

I am writing to you to express my desire to apply as a part-time Instructor in the Department of Economics. Given my credentials, I profoundly believe that I am qualified to teach in your school.

I graduated with honors from Visayas State University with a bachelor's degree in Economics. Though I haven't had teaching experience yet, my exposure to different activities in college and law school, together with hard-work and diligence that I am willing to exert would equip me as a part-time college Instructor.

I am hoping that you will give me an opportunity to have my first teaching experience under your department.

Thank you for considering my application. I am waiting for your positive response.

Sincerely,

Alith Stephanie R. Borinaga