

Rachelle Ann A. Barbosa

Brgy. Guadalupe, Baybay City, Leyte

09061238038

rachelleannbarbosa@gmail.com

Dear Ma'am/Sir,

A pleasant day to you!

I am sorry to inform you that the documents/requirements needed (TOR, diploma and eligibility rating) is not yet available at the moment. As per notice from the VSU registrar, the release of diploma and TOR will start on November 2. For eligibility, I'm still processing the honor graduate eligibility. Hoping for your consideration.

Thank you and God bless.

Respectfully yours,

RACHELLE ANN A. BARBOSA

Applicant