



**VISAYAS**  
STATE UNIVERSITY



DEPARTMENT OF  
**CIVIL ENGINEERING**

24 June 2024

**Prose Ivy G. Yepes**  
President  
Visayas State University

Dear **Dr. Yepes**:

I am humbly requesting your good office that I can monetize **30 days** of my service credits because my family urgently needs money for the anticipated surgery of my 9-month-old baby due to Inguinal hernia, as advised by the surgeon.

I am hoping for your kind consideration of this matter. Thank you.

Respectfully,

**ANDY PHIL D. CORTES**  
Instructor, DCE

Noted by:

**EPIFANIA G. LORETO**  
Head, DCE

Recommending Approval:

**ELWIN JAY V. YU**  
VP for Administration and Finance

Approved by:

**PROSE IVY G. YEPES**  
President



Republic of the Philippines  
PROVINCE OF LEYTE  
**BAYBAY CITY IMMACULATE CONCEPTION HOSPITAL**  
Baybay City, Leyte, 6521



### MEDICAL CERTIFICATE


Date: 07/01/24

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY THAT WIM ZACHARIAH A. CORTES of  
Visca, Baybay City, Leyte was examined and treated/confined  
in the hospital on/from June 4, 2023 to         

FINDINGS/DIAGNOSIS: Indirect Inguinal Hernia, Right  
Reducible

Remarks: Admitted for surgery (Herniotomy)

  
Attending Physician

Lic #