



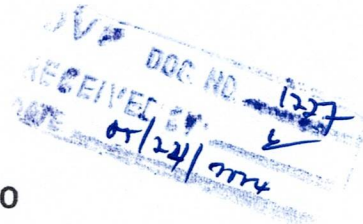
23 May 2024

**DR. PROSE IVY G. YEPES**

President

Visayas State University

Visca, Baybay City, Leyte



**Thru: DR. ROTACIO S. GRAVOSO**  
VP for Academic Affairs

**Dear Dr. Yepes:**

Greetings!

I am writing to humbly seek your approval for an educational tour abroad, specifically to Perth and Harvey, Western Australia, from December 16-20, 2024 (5 days).

The tour will include visits with agribusiness firms, which can offer invaluable insights into cattle farming, dairy processing, and other agribusiness operations. Additionally, visits to reputable universities (e.g., the University of Western Australia and Curtin University) will be made, allowing for benchmarking of their facilities and curricular programs. Beyond the structured itinerary of the tour, I am also excited about the prospect of immersing myself in the culture and environment of the foreign country I will be visiting. Interacting with locals, exploring local traditions, and embracing new perspectives will undoubtedly broaden my horizons and enhance my global awareness.

I look forward to gaining firsthand insights into modern agricultural practices, state-of-the-art technologies, and the complexities of international business operations. The knowledge and experiences acquired during this tour will undoubtedly enrich my instructional approach (as an academic in Agribusiness) by providing authentic case studies and practical examples of global agribusiness operations.

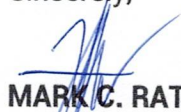
Furthermore, visiting renowned educational institutions will offer an opportunity to observe their world-class facilities and comprehend their academic frameworks. Interaction with international students, academicians, and industry professionals will enhance my understanding of the Australian educational system, which may also pave the way for cross-cultural dialogue and collaboration. Additionally, exploring the campuses and surrounding areas will provide cultural enrichment, giving a taste of Australian life outside academia. Through these experiences, I will develop a richer appreciation for the cultural and social landscape of Australia.

Rest assured, I am fully committed to adhering to all the rules and regulations of the foreign country I visit. I will also take the necessary steps to ensure that my absence does not compromise my responsibilities and commitments at the university. I will make the necessary arrangements to delegate my tasks and responsibilities appropriately.

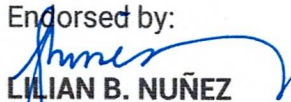
Additionally, I want to clarify that I will cover all expenses related to this educational tour, and no resources from the university will be utilized for this purpose.

Hoping for your support for this request. Thank you very much.


Sincerely,

  
**MARK C. RATILLA**  
Associate Professor III  
Head, Department of Business and Management

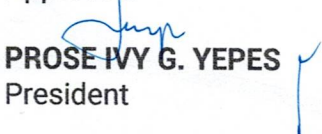
Endorsed by:

  
**LILIAN B. NUÑEZ**  
College Dean

Recommending Approval:

  
**ROTACIO S. GRAVOSO**  
VP for Academic Affairs

Approved:

  
**PROSE IVY G. YEPES**  
President

*provided pertinent  
policies are strictly  
observed. Juy*