



13 October 2023

Dr. Ma. Theresa P. Loreto

Director, ARIC

Visca, Baybay City, Leyte

Dear **Dr. Loreto:**

This is in connection with the endorsement of the ARIC Personnel Committee on **Ms. Chinelo M. Cardaño's** progress report on her MSc in Natural Products Discovery at Liverpool John Moores University in Liverpool England. She completed all course assessments, submitted the research project dissertation on September, 2023, and the thesis presentation delivered on September 11, 2023, are still being assessed and are still waiting for final marks and appropriate course decisions by the Board of Examinees. As advised, the final decisions will be released between the second and fourth week of October 2023. In view of this she requests for an extension from September 19, 2023 until October 31, 2023. The extension will be utilized to accommodate course-related actions where necessary and also seek appropriate health and wellness consultation before reporting to the office.

Quoted hereunder is the action of the VSU Scholarship/Fellowship Committee for Academic Staff thru its meeting dated October 5, 2023 which was approved by the University President.

VSFC-AS Res. No. 538
Series of 2023

Action: Recommending approval for study leave extension from September 19, 2023 to October 13, 2023 only. If she needs to have medical consultation after October 13, 2023, she has to file a leave charged to her available service credits balance.

Certified True and Correct:


MA. FEL GAYANILO
Secretary VSFC-AS

cc: Ms. Chinelo M. Cardaño
LDHRAO Files