

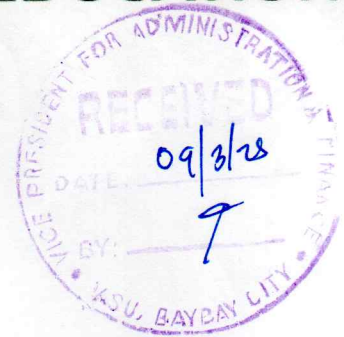


VISAYAS
STATE UNIVERSITY

GRADUATE EDUCATION

September 1, 2025

Dr. Prose Ivy G. Yepes
President
Visayas State University
Visca, Baybay City, Leyte



Thru: **Dr. MOISES NEIL V. SEREÑO**
Vice President for Administration and Finance

Dear Pres. Yepes:

Warm Greetings!

May I respectfully request your permission to go on an **Educational Tour on September 24–26, 2025** to experience the “Nalandang Festival” in Esperanza, Agusan del Sur. I believe this will provide valuable cultural and educational insights relevant to my professional development.

I sincerely hope for your kind consideration and favorable approval of this request.

Thank you very much.

Very respectfully yours,

ANICETA M. LUMACAD
Administrative Officer II
Graduate Education

Endorsed by:

MARILYN M. BELARMINO
Director, Graduate Education

Recommending Approval:

MOISES NEIL V. SEREÑO
Vice President for Administration & Finance

Approved:

PROSE IVY G. YEPES
President



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FM-VSU-03
V4 01-23-2025
No. **COMM 25-138**