

OFFICE OF THE VICE PRESIDENT FOR **ACADEMIC AFFAIRS**

June 27, 2023

DR. EDGARDO E. TULIN

President Visayas State University Visca, Baybay City, Leyte

Dear Sir.

Greetings!

I would like to request approval from your office to avail of the 5-day educational tour per MC No. 18, series of 2009 on July 4-7, 10, 2023. I will visit Guimaras Island, Roxas City and the highly urbanized lloilo City to see new beautiful tourist spots of the said places together with my siblings who will be arriving from the US.

Looking forward to your favorable action on this request.

Thank you.

Respectfully yours,

EPS II

Recommending Approval:

BEATRIZ S. BELONIAS

Vice President for Academic Affairs

Approved:

President

President

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