

FM-VSU-03-2025-0321-262301/











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

Subject: Request for Approval of a 5-Day Educational Tour Abroad (Taiwan - May 26-30,

2025)

Dear Dr. Yepes,

Greetings!

I hope this letter finds you well. I am writing to formally seek your approval for a fiveday educational tour abroad from May 26 to May 30, 2025, in Taiwan. This international learning experience presents a unique opportunity to explore Taiwan's rich cultural heritage and historical significance through visits to renowned sites, parks and museums.

The planned itinerary includes visits to National Palace Museum, Chiang Kai-shek Memorial Hall, Taipei Fine Arts Museum, Yangmingshan National Park, among others. These locations will provide valuable insights into Taiwan's history, art, biodiversity, sustainable tourism efforts, and economic development initiatives which are highly relevant to my academic and professional growth.

This educational tour is a rare privilege that will allow me to gain a deeper appreciation of global cultural and environmental initiatives. I assure you that all necessary travel arrangements and institutional requirements will be carefully addressed to ensure a smooth and meaningful learning experience.

I respectfully seek your approval to proceed with this educational tour. Please let me know if any further details are required. I greatly appreciate your time and consideration and look forward to your positive response.

Sincerely,

CENTINO

Noted:

LEMUEL S. RECIADOS

Head, DOE

Recommending Approval:

MARK C. RATILLA Dean, FME

Approved:

Director, HRMO

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