



VISAYAS
STATE UNIVERSITY



VSU INTEGRATED HIGH SCHOOL

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July 25, 2023

EDGARDO E. TULIN
President
Visayas State University

Thru: **BEATRIZ S. BELONIAS**
VP for Academic Affairs, Chairman Scholarship Committee

OFFICE OF THE PRESIDENT
RECEIVED
JUL 27 2023
10:27 AM

Dear Dr. Tulin:

I have been teaching a Foreign Language course (Spanish) at the Department of Liberal Arts and Behavioral Sciences for three years now. I am thankful for this opportunity for it allows me to pass on to my students what I have learned from my Spanish classes at the Instituto Cervantes de Manila, the school where I took the Foreign Language requirement of my degree program at the Philippine Normal University. Though I learned many things from my classes in IC- Manila, I still feel that they were not enough so I did some readings on the lessons that are included in the syllabus and watched free videos online. But I also believe that cultural immersion by staying in a locality or through travel is a vital component of learning a foreign language. It is for this reason that I am applying for an educational tour/leave of five days during the SCUAA Meet in October 2023 to be able to join a tour of Spanish cities (Barcelona, Zaragoza, Madrid, Avila, Salamanca) and an additional leave of five days (2 days before All Saints Day and 3 days after All Souls Day) to be able to visit other Romance language-speaking countries that border Spain. Aside from this, I would also ask for the authority/permit to travel outside the country from October 23, 2023 until November 8, 2023. I think this is the only time for me to join the tour because I am devoting my summer and Christmas break to my dissertation writing. I will not be asking for any financial support from the university except for the educational leave that I am applying. As for the classes that I am going to miss, I will make use of the VSUEE so that students can still read the lessons and answer learning tasks despite not meeting in person. The answers to the learning tasks will then be discussed upon my return. As for the five days that cannot be covered by the educational tour, I would like to charge them to the service credits that I have earned.

Your kind consideration on this request will be greatly appreciated.

Very truly yours,



SALVADOR M. CATRE, JR.
VSUIHS Faculty

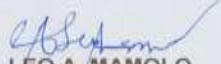
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Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.


FM-VSU-16
V0 05-09-2023
No. IHS-024-CL23


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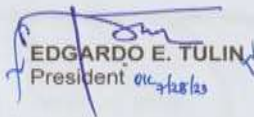
Noted by:


BAYRON S. BARREDO
Dean, College of Education

Recommending Approval:


BEATRIZ S. BELONIAS
VP for Academic Affairs, Chairman Scholarship Committee

Approved by:


EDGARDO E. TULIN
President 016-128/23

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