



EXCERPT ON VSFC-AS MINUTES OF MEETING

16 November 2022

Mr. Bert C. Peñalosa

Head, DBM

Visca, Baybay City, Leyte

Dear **Mr. Peñalosa**:

This is in connection with the recommendation of the DBM Personnel Committee on **Prof. Mark C. Ratilla's** request for an extension with pay effective November 12, 2022 to April 11, 2023 under Financial Assistance Grant and for April 12 to November 30, 2023 charged to his accumulated leave credits if any and the rest with/out pay to finish doctoral study in Economics and Management at the Faculty of Management and Economics, Tomas Bata University in Zlin, Czech Republic. Prof. Ratilla Already finished al the coursework of his doctoral program, passed the doctoral examination, and successfully defended his dissertation thesis proposal last December 8, 2021. He is currently fulfilling some publication requirements, preparing his dissertation thesis and hopefully completing his studies by November 2023.

The said recommendation was favorably acted upon by the VSU Scholarship/Fellowship Committee for Academic Staff thru its referendum dated November 10, 2022 which was approved by the University President.

Certified True and Correct:


MA. FEL. GAYANILO
Secretary, VSFC-AS

Cc: Prof. Mark C. Ratilla
OHLDHRA File
OHPLB C/o Ms. Regina Bibera