



17 May 2023

DR. EDGARDO E. TULIN
University President

Dear Dr. Tulin:

Summer greetings of warmth and safety to you and your tribe!

The undersigned received a speakership invitation from one of our international partners in Indonesia to take part during their annual conference in June 16-17, current year. Such endeavor is essential as it supports VSUs agenda on global visibility and relevance.

On one end, Universitas Padjadjaran's letter request was discussed by the APB and for recommendation to your good office. Towards this end, I humbly request your permission to avail a five-day educational tour and/or academic excursion after the above dates' activity, beginning June 14, 19-22, 2023 which be further included in the Authority to Travel (ATT).

Moreover, our university-approved calendar highlighted the requested date as the final week, I am certain that examination-related documents will be prepared and properly coordinated prior to departure.

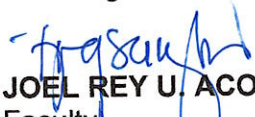
Finally, the financial resources (*plane fare forth and back Philippines only*) for this travel are charged to the approved Internationalization Project coded as VSU IP 2022-11. Accommodation and food will be sponsored by the inviting institution.

Stipulated therein is the itinerary of the requested dates and the letter of invitation as well.

With hopes that this request, be given favorable response.

Thank you so much Sir and continued success.

In Caring,


JOEL REY U. ACOB
Faculty

Noted by:


MICHELLE C. TOLIBAS
Dean

Recommending Approval:


DR. BEATRIZ S. BELONIAS
VP for Academic Affairs

Approved:


DR. EDGARDO E. TULIN
President

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Proposed schedule of activities

Dates (June)	Activities	Remarks
14	Flight from Manila to Indonesia	Day 0 (Travel time)
15**	Meeting and courtesy call with the officials of the Universitas Padjadjaran	Day 1
16-17	Conference Proper (Serve as one of the resource persons)	Conference proper
18	Sunday	
19**	Conduct of special lecture to graduate students of UNPAD	Part of the internationalization program on conduct of special lecture
20**	Ways forward meeting with the faculty of nursing and allied health sciences to include internationalization projects of both universities	Planning for future activities
21**	Visiting facilities, affiliated hospitals and other health institutions of UNPAD	Documenting area worth-to-emulate areas of good practice for instruction, research and extension program
22	Flight back to Philippines	Travel time

*** request to avail for educational leave/tour*