

VISAYAS STATE COLLEGE OF AGRICULTURE  
Baybay, Leyte

OFFICE OF THE PRESIDENT

May 12, 1995

MEMORANDUM NO. 60  
Series of 1995

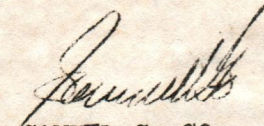
- T O: Department/Office Heads and Center Directors
- R E: Registration with the Office of the President of Foreign Nationals Officially Connected with Various Units of the College

For the protection of all Foreign Nationals on campus and for the Office of the President to submit reports to higher offices on the number of foreign nationals in ViSCA, all department/office heads and center directors are required to inform this Office one week in advance the expected date of arrival, length of stay and purpose of visit of foreign nationals.

For foreign nationals who are already on campus, department heads and center directors concerned are hereby required to fill up and submit the attached information sheet to the OP. Data gathered shall be used for security purposes and for submission of reports to higher offices.

Your cooperation is requested in order to avoid possible embarrassment on the part of our foreign visitors during their stay in ViSCA.

For compliance.

  
SAMUEL S. GO  
President



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RECORD OF FOREIGN NATIONALS IN VISCA

Name: \_\_\_\_\_ Citizenship: \_\_\_\_\_

Type of VISA: \_\_\_\_\_ Date of Arrival: \_\_\_\_\_

Purpose of visit: \_\_\_\_\_  
\_\_\_\_\_

Length of stay: \_\_\_\_\_ Contact person in VISCA: \_\_\_\_\_

\_\_\_\_\_  
Office/Dept. Head