



May 29, 2024

DR. PROSE IVY G. YEPES

President

Visayas State University

Dear Dr. Yepes:

Good day!

The College of Nursing will hold its Pinning Ceremony on August 2, 2024. In connection to this, I would like to request an amount of ₱16,000.00 only for the students, parents, guests, and technical working committees itemized as follows:

PM Snack @ ₱80.00/Person - 200 participants	₱16,000.00
Total	₱16,000.00

The requested amount will be charged to the RLE Funds of the College of Nursing.

Thank you for your usual cooperation and support to our students. God bless us all.

Respectfully yours,


CHRISTIAN VIE R. BALDONADO
OIC Dean

Recommending Approval:


ROTACIO S. GRAVOSO
VP, Academic Affairs

Certified Funds Available:


LOUELLA C. AMPAC
Director, Financial Mgt. Office

Action Taken: [☒] Approved [☐] Disapproved


PROSE IVY G. YEPES
President