



February 9, 2023

DR. EDGARDO E. TULIN

President

Visayas State University

Visca, Baybay City, Leyte

Thru: **DR. DANIEL LESLIE S. TAN**

Vice President for Administration and Finance

Visayas State University

Dear Dr. Tulin:

Greetings of Peace!

The College of Education offers teaching internship where students has the opportunity to experience first-hand application in teaching. To prepare for the internship program a Pre Deployment Student Teaching Orientation and Pinning Ceremony will be conducted to the 329 StudentTeachers.

In this connection, we are submitting the proposal budget of **Nineteen Thousand Four Hundred Eighty Pesos (Php 19,480)** as we will hold above mentioned activity on March 1, 2023.

Hoping for your favorable action on this request.

Thank you very much for your continuous support of the student teaching internship program.

Respectfully yours,


SHEENA EUNICE B. TABUDLONG

Student Internship Coordinator, IHK


JAY C. BANSALE

Student Internship Coordinator, DTE

Noted by:


BAYRON S. BARREDO

Dean, College of Education

Recommending Approval


DANIEL LESLIE S. TAN

VP for Administration and Finance

Conforme:

LOUELLA C. AMPAC
LOUELLA C. AMPAC
Finance Director

EDGARDO E. TULIN
EDGARDO E. TULIN
President, VSU