



**VISAYAS**  
STATE UNIVERSITY

COLLEGE OF  
**NURSING**

July 19, 2023

**Louella C. Ampac**  
Financial Management Director  
Visayas State University

Dear Ma'am Ampac:

Greetings!

As part of the Nursing tradition, the College of Nursing will hold its annual **Pinning Ceremony** on August 5, 2023, at 1:00-5:00 O'clock in the afternoon. The program will be attended by the College of Nursing faculty and staff, fourth-year students and their respective parents, and guests. This activity will be held at the Visayas State University-RDE Hall.

In this connection, we humbly request funding of Php10,000.00 for 50 persons involved in this event. This budget is intended for the meals of the faculty members and staff, invited UADCO members, affiliating clinical instructors, guest speaker, and guests from the affiliating health care institutions and ushers/usherettes who will play an important role in this event.


Attached is the list of the persons involved in this event.

Thank you very much. We hope this request will merit your favorable consideration and approval.

Truly yours,

  
**Michelle C. Tolibas**  
Dean

Approved:

  
**Louella C. Ampac**  
Financial Management Director  
*Changed to PCE STP*

**COLLEGE OF NURSING**  
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PAGE 1 OF 1  
FM-VSU-03  
V2 05-09-2023  
No. 23-