



# University of Perpetual Help System GMA

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Dr. Susana C. Bautista  
School Director Office  
UPHS-GMA  
San Gabriel GMA, Cavite

April 17, 2023

**SUBJECT:** Letter of Request

Madam,

We, the students from Bachelor of Science in Information Technology 4th - year under Mr. Alvin Camacho, our Capstone Professor, would like to request Computer Laboratory 1 from **April 27, 2023 - from 5:00 pm** onwards for our proposal defense.

This is the most suitable room to illustrate our presentation to the panelists. It will serve as a fruitful experience for us graduating students in Information Technology.

We will ensure to be responsible by avoiding unnecessary actions affecting the premises and will be held responsible for any causes of damage and harm.

Thank you very much for your consideration.

Yours truly,

**Alexander C. Oblego**  
4th-year representative

Noted by:

**Dr. Noel H. Vargas**  
Dean, College of Engineering &  
Computer Studies

Approved by:

**Dr. Susana C. Bautista**  
School Director

**Alvin E. Camacho, MSIT**  
Subject Professor and Registrar