



REPUBLIC OF THE PHILIPPINES
POLYTECHNIC UNIVERSITY OF THE PHILIPPINES
COLLEGE OF ENGINEERING
COMPUTER ENGINEERING DEPARTMENT

November 05, 2021

THE LEARNING CHILD SCHOOL
111 Cordillera Street, Ayala Alabang Village,
Muntinlupa City 1780, Philippines

To whom it may concern:

Greetings! The purpose of this letter is to request for your kind assistance in enriching student's learning experience.

In this regard, we would like to respectfully inform you that we, the bearers of this letter, Celine Joie V. Buenaventura and Alea B. Frogosa, are bona fide 4th-year computer engineering student from Polytechnic University of the Philippines and currently enrolled in Design Project 1. The major requirement of this course is to identify possible problems within the area and propose a solution to the identified problems.

On that note, we want to humbly ask for your permission to let your school, The Learning Child School, be the beneficiary of our study. We will be going to develop a **Learning Management System (LMS) for Microenterprise Preschool** and aim to improve the learning experience of your students. We are also respectfully requesting your assistance by allowing us to visit and conduct system analysis in different research processes within your scope and premises. The activities we would want to undertake in your institution are data gathering through interviews and/or questionnaires, observations, identification of major research processes that need enhancements, submit development proposal of the system and secure approval of the said proposal.

Should this request merit your considerate approval, please be assured that request for non-disclosure and confidentiality of sensitive information shared by your office to our students would be honored.

We are hoping for your appropriate action and favorable response upon this matter. Thank you for your time and attention.

Very truly yours,


CELINE JOIE V. BUENAVENTURA
Researcher, Computer Engineering Student

ALEA B. FROGOSA
Researcher, Computer Engineering Student

Noted by:

ENGR. PEDRITO TENERIFE JR.
Research Adviser, Course Instructor