



Republic of the Philippines
CAVITE STATE UNIVERSITY
Imus Campus
Student Development Services
CENTRAL STUDENT GOVERNMENT
csg.imus@cvsu.edu.ph



25 November 2025

DR. ARMI GRACE B. DESINGAÑO

Office of the Campus Administrator
This Campus

Dear Dr. Desingaño,

Greetings!

I hope this message finds you well.

On behalf of the Central Student Government, I would like to inform you about our upcoming activity, which is the **Year-End Party themed “Magical”**. The event aims to commemorate the roles and responsibilities of the CSG officers by crediting them through the program, games, and routine held throughout the event.

This event is designed to celebrate success, recognize services, and implement a fun and welcoming environment for all the CSG Officers. It shall also encourage and support the officers for their everlasting duties and services that they put out.

The activity is scheduled to take place on **December 11, 2025 (Thursday), 2:00 PM to 8:00 PM** at the Cavite State University - Imus Campus Function Hall, where the CSG officers are encouraged to attend and participate in the event.

We are humbly seeking your approval and support as we work on this activity. With that being said, we look forward to your positive response and continued support to create a joyful and meaningful event.

Best regards,

NATHANIEL R. GIL
CSG President

ARMAND G. ATON, Ph.D.
ATON



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ACTIVITY PROPOSAL

ACTIVITY TITLE	YEAR-END PARTY										
DATE AND VENUE	December 11, 2025, at the CvSU Imus Campus Function Hall										
ACTIVITY HEAD	NATHANIEL R. GIL CSG PRESIDENT										
RATIONALE/ OBJECTIVES	<ul style="list-style-type: none"> To celebrate the fruitful hardships and success of the CSG officers as the first half of the year ends. Additionally, recognizing each officers' everlasting service for the Kabsuhenyos. Implement a fun and welcoming environment for all officers that will ensure excitement and merrymaking among everyone. Encourage the officers in their future services and duties, as well as serving as a support for their continuous assistance. 										
TARGET PARTICIPANTS	CSG Officers at CvSU - Imus Campus.										
MECHANICS	<p>This event is open to all of the CSG Officers in Cavite State University - Imus Campus. They are invited to join and participate in this event.</p> <p>PROGRAM FLOW</p> <table border="1"> <thead> <tr> <th>TIME</th><th>ACTIVITY</th></tr> </thead> <tbody> <tr> <td>2:00 - 2:10 PM</td><td>PRAYER OPENING REMARKS BY CSG PRESIDENT ZOE R. GIL</td></tr> <tr> <td>2:10 - 2:15 PM</td><td>ROLL CALL</td></tr> <tr> <td>2:15 - 2:30 PM</td><td>GAME 1</td></tr> <tr> <td>2:30 - 3:00 PM</td><td>INTERMISSION TEAM 1</td></tr> </tbody> </table>	TIME	ACTIVITY	2:00 - 2:10 PM	PRAYER OPENING REMARKS BY CSG PRESIDENT ZOE R. GIL	2:10 - 2:15 PM	ROLL CALL	2:15 - 2:30 PM	GAME 1	2:30 - 3:00 PM	INTERMISSION TEAM 1
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		TEAM 2 TEAM 3
	3:00 - 3:30 PM	GAME 2
	3:30 - 3:50 PM	GAME 3
	3:50 - 4:20 PM	INTERMISSION TEAM 4 TEAM 5 TEAM 6
	4:20 - 5:00 PM	MONITO MONITA
	5:00 - 6:00 PM	DINNER TIME
	6:00 - 6:30 PM	AWARDINGS
	6:30 - 7:30 PM	OPEN FLOOR
	7:30 - 8:00 PM	CLEAN UP
BUDGETARY REQUIREMENT	N/A	
SOURCE OF FUND	No funds will be used for this event.	
EXPECTED OUTPUT	<p>At the end of this event, it is expected that the CSG officers are guaranteed to have a splendid and joyous time with one another. As well as proving that the fruits of their services and labor, in balancing academics and this organization, are not in vain.</p> <p>Additionally, the event shall strengthen the bonds of the CSG officers, while establishing and acknowledging one another for the commitment they give towards the organization.</p>	

Prepared by:

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MICAELLA KATHE PALILEO
SAP Entrepreneurship

ARMAND G. ATON, Ph.D.

12-3-21

Checked by:

DANIEL D. CAMACLANG
CSG Secretary General

NATHANIEL R. GIL
CSG President

Recommending Approval:

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CSG Adviser

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CSG Adviser

ARMAND G. ATON, Ph.D
SDS Coordinator

KAREN M. TILAN, MAEd
OSAS Coordinator

Approved:

ARMINGRACE B. DESINGANU, Ph.D
Campus Administrator