



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. Desingano,

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.  
*ARMAND*



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### ACTIVITY PROPOSAL

<b>ACTIVITY TITLE</b>	<b>YEAR-END PARTY</b>										
<b>DATE AND VENUE</b>	<b>December 11, 2025, at the CvSU Imus Campus Function Hall</b>										
<b>ACTIVITY HEAD</b>	<b>NATHANIEL R. GIL</b> CSG PRESIDENT										
<b>RATIONALE/ OBJECTIVES</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Implement a fun and welcoming environment for all officers that will ensure excitement and merrymaking among everyone.</li> <li>• Encourage the officers in their future services and duties, as well as serving as a support for their continuous assistance.</li> </ul>										
<b>TARGET PARTICIPANTS</b>	CSG Officers at CvSU - Imus Campus.										
<b>MECHANICS</b>	<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><b>PROGRAM FLOW</b></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
<b>BUDGETARY REQUIREMENT</b>	N/A	
<b>SOURCE OF FUND</b>	No funds will be used for this event.	
<b>EXPECTED OUTPUT</b>	<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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SAP Business Administration

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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:

**ALFE M. SOLINA,**  
CSG Adviser

**JENNY DANICA P. ABAYARI, MAEd**  
CSG Adviser

**ARMAND G. ATON, Ph.D**  
SDS Coordinator

**KAREN M. TILAN, MAEd**  
OSAS Coordinator

Approved:

**ARMIL GRACE B. DESINGANO, Ph.D**  
Campus Administrator