



Republic of the Philippines
University of Cabuyao
(Pamantasan Ng Cabuyao)
College of Computing Studies

Katapatan Mutual Homes, Brgy. Banay-banay, City of Cabuyao, Laguna, Philippines 4025



November 14, 2024

PROF. JANINE M. LIBOSADA
Chair, Ethics Review Committee
University of Cabuyao

Dear Mrs. Libosada:

Dangal Greetings!

The undersigned fourth-year BSIT students, currently enrolled in ITP112 – Capstone Project 2 and conducting the study titled “**Comprehensive Internship Monitoring System with Geotagging Attendance Locator for the University of Cabuyao,**” are submitting this letter to formally apologize and request understanding for the delayed submission of their ethics form to the Ethics Committee. The delay was due to an issue where the forms were not successfully submitted during the initial completion process. They respectfully request that their forms be reviewed so they may obtain the FO:52 – Research Ethics Review Committee Evaluation and Clearance Form and proceed with the approval of their Approval Sheets, which they need to submit before their Final Defense on November 20, 2024.

Thank you for your understanding and consideration in this matter.

Sincerely yours,

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Noted by:

PROF. MC AUSTINE PHILIP M. REDONDO
College of Computing Studies, Research Adviser

ASST. PROF. ARCELITO C. QUIATCHON
College of Computing Studies, Department Chair, Research Professor

DR. GIMA B. MONTECILLO
Dean, College of Computing Studies

Approved by:

PROF. JANINE M. LIBOSADA
Chair, Ethics Review Committee