



PAMANTASAN NG LUNGSOD NG MUNTINLUPA
NBP Reservation, Poblacion, City of Muntinlupa
COLLEGE OF INFORMATION TECHNOLOGY AND COMPUTER STUDIES



CITCS-OJT/7A

February 5, 2025

ENDORSEMENT LETTER

PCOL ROBERT C. DOMINGO

Chief of Police
Muntinlupa City Police Station
Centennial Avenue, Laguerta,
Brgy. Tunasan, Muntinlupa City

Dear Sir/Madame:

We are respectfully submitting the names of our students to undergo On-the-Job Training as part of their partial completion of their academic requirement in their respective academic program. The succeeding page listed down their respective details including the number of hours they need to render and the course they are currently taking up in our institution. They will be of service to you as a student trainee in your respected Company this **2nd Semester, AY 2024-2025**.

Attached to this letter are the following photocopy of pertinent documents you might want to scan for validation of their application:

Notarized Parent's Waiver / Letter of Consent
Medical Certificate of Fit to Work

Proof of Matriculation
Student Valid ID

Any assistance that you could provide to our OJT students to make them competent and competitive in line with their field of study will be highly appreciated.

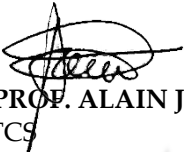
Very Truly Yours,

Prof. ROCLYN B. YAMSON
OJT Coordinator, CITCS
0966-7517567

Noted By:

Mr. MELCHOR L. PAZ, MSCS
Chairperson, BSCS Program

Approved by:


ASSOC. PROF. ALAIN J. ANUEVO, MIT
Dean, CITCS



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CITCS-03107A

Name	Course	Hours
1. Mark Clemence A. Aratan	BSCS	250 Hours
2. John Rick C. Cantos	BSCS	250 Hours
3. John Harven M. Tapalla	BSCS	250 Hours
4. Carl Andrie D. Matilla	BSCS	250 Hours
5. Nicole Angel B. Lopena	BSCS	250 Hours

Nothing Follows