



Republic of the Philippines
EULOGIO "AMANG" RODRIGUEZ
INSTITUTE OF SCIENCE AND TECHNOLOGY
Nagtahan, Sampaloc, Manila

OFFICE OF THE MANAGEMENT INFORMATION SERVICES

July 07, 2025

Dr. ROGELIO T. MAMARADLO

President

Thru: **MS. AGNES A. AMORIN**

Director, Student Affairs and Services

Dear Sir/Madam:

This is to update and inform that the following student assistants of MIS EARIST that has a conflict on their schedule as evaluated.

As for July 1 – August 26 2025, the following listed students are expected to clock 8 AM – 5PM during week days (Monday – Friday).

Below is the availability of the requested Student Assistants During Regular days:

1. **RICHARD JOSH B. VILLAREAL** - BS Computer Science (EARIST Manila Campus)

| | | |
|----------|---|-------------------|
| Monday | - | 8:00 AM – 6:00 PM |
| Tuesday | - | 9:30AM – 11:30AM |
| Friday | - | 8:00 AM – 6:00 PM |
| Saturday | - | 8:00 AM – 6:00 PM |

2. **JOHN BILL M. BARANGAN** - BS Computer Science (EARIST Manila Campus)

| | | |
|-----------|---|-------------------|
| Monday | - | 8:00 AM – 6:00 PM |
| Tuesday | - | 8:00 AM – 6:00 PM |
| Wednesday | - | 8:00 AM – 6:00 PM |

3. **HARINA, KYLA ARABELLA** - BS Information Technology (EARIST Cavite Campus)

Tuesday: 2:30 PM – 3:00 PM and after 4:30 PM
Wednesday: 10:00 AM – 11:30 AM and after 2:30 PM
Thursday: 10:00 AM – 12:30 PM and after 2:30 PM
Friday: 8:00 AM – 6:00 PM
Saturday: 8:00 AM – 6:00 PM

4. **HARINA, KYLA ARABELLA** - BS Business Administration (EARIST Cavite Campus)

Monday - 10:00 AM – 6:00 PM
Tuesday - 10:00 AM – 1:00 PM
Wednesday - 11:30 AM – 6:00PM
Thursday - 2:30 PM – 6:00PM
Friday - 11:30 AM – 6:00PM
Saturday: 8:00 AM – 6:00 PM



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5. **DE LA CRUZ, LLOYD CEDRICK** – BS Information Technology (EARIST Manila Campus)

Monday - 3:00 PM – 4:00 PM, After 6:00 PM

Tuesday - 8:00 AM – 2:00 PM, 5:00 PM – 6:00 PM, After 9:00 PM

Wednesday - 8:00 AM – 6:00 PM

Thursday - 8:00 AM – 9:00 AM, 12:00 PM – 1:00 PM, After 6:00 PM

Friday - 8:00 AM – 11:00 AM, After 2:00 PM

Saturday - 8:00 AM – 6:00 PM

The assistance of these students will be essential in ensuring the smooth handling of these responsibilities during this period.

Please find attached their Certificates of Registration for your reference. Thank you for considering this request. We look forward to your favorable response.

Respectfully yours,

Engr. RONALD B. BARAL, MIT
Director of Management Information Services