



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



PNC:AA-LE-937.12

December 10, 2024

Dear Members of the Ethics Review Committee,

Dangal Greetings!

We, the fourth-year students in the Bachelor of Science in Information Technology program, currently enrolled in the course ITP112 - Capstone 2, are the researchers behind the project titled **"REFERRAL NETWORKS SOFTWARE DEVELOPMENT WITH APPLICANT TRACKING AND DATA ANALYTICS ENHANCING RECRUITMENT FOR BONAFIDE TRAINOLOGY PLACEMENT SERVICES."** This letter is intended to clarify the reasons for the delayed submission of the ethics review request for our mention research paper.

The delay was due to unexpected scheduling issues related to securing the necessary signature from our research adviser. Even with our team's diligent efforts, the adviser was unable to review and provide their signature on the ethics review request within the allotted timeframe because of their busy commitments.

Once we received the required signature, we quickly finalized and submitted the ethics review request. We genuinely apologize for any inconvenience this situation may have caused and want to assure the committee that we have implemented measures to prevent such delays in the future.

We respectfully seek your understanding in this matter and ask for your consideration in moving forward with the ethics review of our study. Attached to this letter are the signatures of our research adviser, teacher, department chair, and dean, as you requested.

Thank you for your understanding and attention. If you require any further clarification or documentation regarding this issue, please do not hesitate to reach out to us.

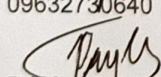
Sincerely yours,


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Researcher

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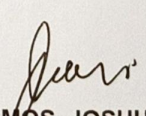
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