

Mark Goles
Anolingán, Esperanza, Agusan del Sur
Philippines
Phone: +(63) 930 917 5421
Email: reymarkgoles223@gmail.com

May 5, 2025

To:

Registrar's Office
North Eastern Mindanao State University (NEMSU)

Subject: Inquiry Regarding Enrollment Process

Dear Sir/Madam,

I hope this message finds you well. I am Mark Goles, a BS in Computer Science student at North Eastern Mindanao State University (NEMSU). I am writing to inquire about the enrollment process for the upcoming semester.

I would like to ask about the specific schedule, requirements, and steps I need to follow to ensure a smooth and complete enrollment. If there are any online procedures, deadlines, or documents I should prepare, kindly let me know.

Thank you very much for your time and assistance. I look forward to your response.

Respectfully yours,

Mark Goles
BS in Computer Science
North Eastern Mindanao State University (NEMSU)