${date}

**MERLINA H. JURUENA, PhD**

Director, Research and Development Division

This University

Thru: **RANDY A. TUDY, PhD**

Deputy Director, Publication Unit

Greetings in the name of research advancement!

This is to endorse to your office the research publication of ${facultyname} for possible granting of publication incentives.

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Attached also is the application form which includes further details of the published article.

As the Dean of the College, I believe that such output deserves proper acknowledgment as it helps the institution attain the vision of becoming a premier research university in the ASEAN and beyond.

Thank you very much.

Sincerely,

**${dean}**

Dean