



**UNIVERSITY OF PERPETUAL HELP
ISABELA**
COLLEGE OF INFORMATION TECHNOLOGY AND ENGINEERING



September 6, 2023

ROCHELLE G. FORTUNA
Faculty, CITE

Thru:

RHEAN JOY B. ACUPIDO, LPT, MAEd.
University Research Coordinator, UPHSL-I

Dear Ma'am:

Good day!

We, the fourth-year students of the University of Perpetual Help System Laguna-Isabela Campus, pursuing a degree of Bachelor of Science in Information Technology and are currently enrolled in Capstone Project 2, would like to request your expertise to serve as an adviser for our research, we believe that your knowledge and insights will be valuable and will greatly enrich our work.

Thank you for your consideration and we hope you will be able to fulfill our request.

Sincerely yours,

OLIVER VINCENT CASTRO
Researcher

JOHN REN L. LEGASPI
Researcher

Noted by:

MARICEL B. TABAGO, MIT
Acting Dean, CITE



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Dear Respondents,

Perpetualite greetings!

We, the students from the College of Information Technology and Engineering University of Perpetual Help System Laguna-Isabela Campus are currently conducting research entitled **“Web-based alumni information management system for the University of perpetual help system laguna-Isabela Campus**. The goal of this study is to develop an efficient method for Managing Student Records and to improve the efficiency of record-keeping processes by reducing the time and effort required to manage student records.

To further our research, we kindly request your approval to participate in our study as respondents, along with your staff in Office of the University Registrar. We guarantee that any information you provide will be kept strictly confidential, and there will be no potential harm on risk to you as respondents. We prioritize your privacy and safety throughout the study process.

We are looking forward to your affirmative response and we hope you will be able to fulfill our request. Thank you very much and may the Lord bless you more.

Sincerely yours,

OLIVER VINCENT CASTRO
Researcher

JOHN REN L. LEGASPI
Researcher

Noted by:

ROCHELLE G. FORTUNA
Research Adviser