



Republic of the Philippines

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

OFFICE OF THE VICE PRESIDENT FOR CAMPUSES

Taguig City Campus

June 10, 2025

Dr. MARISSA B. FERRER

Campus Director

Thru: **Engr. MICHAEL L. ZARCO**

Administrative Officer

Dear Dr. Ferrer:

We, the DIT 3-1 students, are pleased to host a face-to-face defense for our Capstone subject on June 13, 2025, from 8:00 AM to 5:00 PM at the Bayers Laboratory and Aboitiz Laboratory. This activity is part of the course ITEC 301 Capstone.

The defense is specifically organized to provide valuable insights for the panelists, who include the clients, equipping them with the necessary details to assess project outcomes. This ensures that the team demonstrates a clear and structured approach in presenting their work, aligning with the expectations and standards set by the clients.

We are pleased to confirm the participation of the following Guest Clients/Panelists:

1. Atty. Diane Erika Modesto
2. Camille Rafael
3. Sec. Natalie Fae Pagcaliwangan
4. June Lyn Alumbre Tabanao

Accompanying the guest client/panelists in this session are Rommel Ramirez.

In line with this, we respectfully request your approval and support to allow these students to attend and actively participate in the said academic workshop. Rest assured, all institutional guidelines and protocols will be strictly observed. Thank you for your time and kind consideration. We look forward to your continued support in fostering impactful, hands-on learning experiences.

Respectfully yours,

Mr. JHEFERSON AÑONUEVO

DIT 3-1 President

Noted by:

Mr. ORLANDO MENDOZA LINGO

Capstone Adviser

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