March 15, 2023

**Mrs. Lorrie T. Serain**

OIC/ Principal

Holy Child Academy Binalonan Pang.

Ma’am:

Greetings in the pursuit of academic excellence!

We the **BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY** fourth-year students are currently undertaking the course **CAPSTONE PROJECT 2**, one of the major subjects in the BSIT curriculum.

As part of the subject’s requirements, we need to undertake system planning, analysis, design, and implementation. To fully understand and apply the course objectives which is conversely provide us adequate training and preparation for the actual information system development. This system will help the **HOLY CHILD ACADEMY BINALONAN** to enhance the manual processes that will benefit your company/institution.

In this regard, may we humbly request from your good office to allow us to conduct face to face/ online interviews to gather relevant information and copies of your company data such as **(Company profile, product list, sample of your inventory and other related information)** relative to their Capstone Project entitled **MULTI-BASED PLATFORM SCHOOL MANAGEMENT SYSTEM FOR HOLY CHILD ACADEMY** that will be treated with the utmost confidentiality and will only use for basis in developing the said system. Your approval to conduct this proposal will be greatly appreciated. We would be happy to entertain your consents and questions regarding this matter. You can reach us through our programmer’s email address: spencer.desamito.19@gmail.com, mobile number: 09514762574.

We are looking forward to a positive response regarding this matter, and we highly believe that this will contribute to our future success in our field of specialization.

God bless and more power!

Sincerely,

Desamito, Spencer S.

Balleras, Jonabelle S.

Balleras, Christine Laarni S.

De Juan, Jimmy R.

Noted:

**BRENDHAL NATIVIDAD, MIT**

Adviser

**FREDERICK J. SORIANO, MIT**

Program Head, CIT

Approved:

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