September 21, 2022

Office of the University Registrar

G/F CAS Annex I Building

UP Los Baños, 4031 College

Laguna, Philippines

Records Section

Office of the University Registrar

To whom it may concern,

Good day!

I am Ralph Jason Corrales, a junior from the College of Arts and Sciences, currently taking up BS Computer Science. I am formally writing this letter to request a certified true copy of my Form 5 for the First Semester of the A.Y. 2022-2023.

I am requesting this document as it is a requirement for my DOST-SEI Merit Scholarship Program. My SAIS Schedule will be attached on the following pages. Rest assured that my enrollment for the course subjects listed is final. Furthermore, the payment for the said document will be processed as soon as possible.

Thank you so much.

Respectfully yours,

Ralph Jason D. Corrales

2020-0525

  
  
  
  
  
  
  
  
  
  


