April 5,2023

Ms. Pia Angelina C. Tan, CPA
Vice-President for Administration & Finance
Quezon City University Clinic
673 Quirino way, Novaliches, Quezon City, Metro Manila

Dear Ms.Tan:

In partial to the fulfillment of the requirements for our Capstone Project entitled Student Medical Record Management System, we 4th-year students under the program Bachelor of Science in Information Technology would like to request the admin/staff/nurse member of your department to be our evaluator as we will conduct system evaluation.

We are in the process of gathering data through a survey that will be used in our study. While conducting the system evaluation we will also distribute our survey questionnaire to the evaluator which will help us obtain the information we need in relation to our proposed system. The survey would last only about 20 - 30 minutes and would be arranged at a time convenient to the clinic's schedule. Participation in the evaluation is entirely voluntary and there are no known or anticipated risks to participation in this study. All information provided will be kept in utmost confidentiality and will be used only for academic purposes. The names of the respondents will not appear in any capstone or publications resulting from this study unless agreed to.

If there are matters that you want us to discuss with you, please contact our Capstone Adviser thru this email address  manuel.abiera.jr@qcu.edu.ph.

Thank you, we would greatly appreciate your consent to our request.

Respectfully yours,

**John Nicole Abihay**
**Project Manager**

| | | |
|---|---|---|
| Arceo, Maricar A.<br>Researcher | Balingasa, Juliana Y.<br>Programmer | Bation, Regine C.<br>Documenter |
| Bulleque, Jessica O.<br>UI/UX Designer | Calubaquib, Clarissa L.<br>Documenter | Carganillo, Kiara Raye P.<br>Programmer |
| Chua, Israel Yumiri D.<br>Researcher | Dela Cruz, King Jerich<br>Researcher | Enriquez, Vincent B.<br>Quality Assurance |
| Francisco, Mary Joy M.<br>Researcher | Halliasgo, Justine<br>Researcher | Jalmasco, Angelica M.<br>Assistant Leader |
| Lopez, Theresa D.<br>Documenter | Mallapre, Princess Kaye D.<br>Researcher | Mara-Asin, Chuck Rey<br>Graphic Designer |
| Marco Jr. Leonardo P.<br>Researcher | Nunag, Kenneth S.<br>Programmer | Obias, Clarice<br>Data Analyst |
| Pacomios, Hazel Joy C.<br>Documenter | Tabunan, Lawrence A.<br>Programmer | Tome, Sofiabelle B.<br>Researcher |

Noted by:

**Mr. Manuel M. Abiera Jr.**
Adviser, Capstone Project and Research