**AD004-LETTER OF CONCURRENCE**

|  |  |  |
| --- | --- | --- |
| **DATE** | : | DD Month YYYY |
| **TO** | : | **Asst. Prof. Jimmy M. Fernando, MEM**  Director  Office of Student Services  **Balani E. Alvendia**  Chief  Student Affairs and Services  **Assoc. Prof. Christo Rey S. Albason, MAF**  Coordinator  Student Monitoring and Evaluation |
| **THROUGH** | : | **Mr. Mark Emman C. Macaraeg**  Chairperson  PUP Student Council Commission on Student Organizations and Accreditation |

Dir. Fernando:

I, **Adviser’s Complete Name**, a **full-time/part-time** faculty member from the **PUP College of (Insert College Name)** concur to be the adviser of **Complete Org Name** for the academic year 2023-2024.

Upon the acceptance of my advisership, I also concur to the following provisions:

1. not an honorary member/alumnus/alumna of the student organization I am advising to;
2. establish communication with the student organization to ensure my involvement; and
3. recognize responsibility for keeping updated with the student organization’s operations and providing guidance to its officers on the suitability and overall merits and drawbacks of policies and initiatives.

Agreed and accepted.

(Signature)

**Complete Name**

Adviser

Complete Org Name

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