



**Richwell Colleges Incorporated**  
**Gen. Alejo Santos Rd. San Jose, Plaridel, Bulacan**  
**C.O.D.E. IS Organization**

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To whom it may concern,

Good day!

This letter is to formally inform you that the following student(s) have been invited to participate in an official activity of the Programming Club. The scheduled session will include an Orientation and Introduction to HTML, covering an overview of the RAITE 2026 competitions, the club's objectives, and the basics of HTML structure. This activity will take place on November 11, 2025.

1. \_\_\_\_\_
2. \_\_\_\_\_

By signing above, the parent/guardian grants permission for their child to join this activity and the activity is organized so that students with morning classes will attend the afternoon session, and students with afternoon classes will attend the morning session. This ensures that no class time will be missed.

Thank you for supporting student-led academic and technical initiatives.

Sincerely,  
John Victor DC Henson

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