



ISO 9001:2015 CERTIFIED

CENTRAL LUZON STATE UNIVERSITY

Science City of Muñoz, Nueva Ecija Philippines
Tel. No. 044-940-1405
E-mail Address: englishandhumanities@clsu.edu.ph
URL: <http://clsu.edu.ph>

*College of Arts and Social Sciences
Department of English and Humanities*

May 17, 2022

DR. EDGAR A. ORDEN

President
Central Luzon State University

Thru: Channels

Dear Sir:

Good day!

I write to respectfully express my strong intention to be allowed to stay in the service as a temporary faculty member of the Department of English and Humanities, College of Arts and Social Sciences.

The chance that CLSU has given me for more than two years in the service allowed me to grow individually and professionally. CLSU has helped me find my way in the academe and has motivated me to continuously seek ways to maximize my potential in this profession and challenged me to improve my performance as an educator-researcher.

Moreover, as the university allowed me to pursue my graduate studies under the CHED SIKAP Grant, I am beyond grateful to CLSU for allowing me to pursue this endeavor. Thus, I commit to finishing my Master's degree on time for me to be able to contribute to the department's long-term goal of becoming a Center of Development/Excellence and serve our University the way she should be served.

Furthermore, even though I am currently on study leave, if given the chance, I will do my best to look for opportunities, whether, in the form of training or short courses, that will help me to be more engaged in the field of research, extension, publication, and/or internationalization. That way, I will be able to continue engaging in publishable research and/or scholarly articles and collaborating with my colleagues or other researchers once I return to the university. This will also enable me to be of better service to the college, the University, and the CLSU community.

The realization of my goals will only be possible if you would consider my renewal application. Rest assured that excellent service will always be safeguarded and that you will only reap the best from me always.

I have attached my Certificate of faculty performance rating for the previous years, for your reference.

Your time is very much appreciated. Thank you and have a great day.

Sincerely yours,

EVELITA V. CARA

Instructor
Department of English and Humanities

“Excellent service to humanity is our commitment.”



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Republic of the Philippines
CENTRAL LUZON STATE UNIVERSITY
Science City of Muñoz, Nueva Ecija
CLSU TESTING AND EVALUATION CENTER
Evaluation Unit

CERTIFICATION

This is to certify that

EVELITA V. CARA

a faculty member of the College of Arts and Social Sciences under the Department of English and Humanities had the following teaching performance evaluation ratings:

<i>School Year</i>	<i>Total Point Score</i>	<i>Descriptive Rating</i>
1 st Semester SY 2021-2022	4.58*	Outstanding
2 nd Semester SY 2020-2021	4.48*	Outstanding
1 st Semester SY 2020-2021	4.21*	Outstanding
1 st Semester SY 2019-2020	4.44*	Outstanding
* in a five-point scale		

This certification is issued upon request of Mr./Ms. Cara for reference purposes.


ANNA MARIA LOURDES S. LATONIO
Program Head

Academic Affairs Bldg. CLSU, 3120 Science City of Muñoz ☎ 0908 890-2832

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