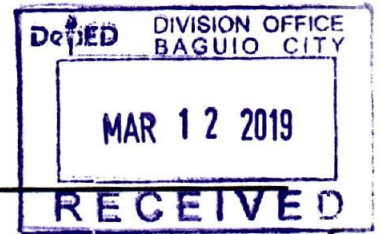




Benguet State University
Institute of Information Technology

INFORMATION TECHNOLOGY DEPARTMENT



March 12, 2019

FEDERICO P. MARTIN, EdD
CESO VI
Schools Division Superintendent, Baguio

Dear Sir:

Greetings!

The Institute of Information Technology would like to express its interest in conducting career guidance to the different schools here in Baguio. In this regard, may we ask permission and endorsement from your good office if we could promote our program which is the Bachelor of Science in Information Technology on March 25-26, 2019 or at their most convenient time. We believe that in this activity, we can help enlighten and educate our students in selecting or deciding the right program for their future career.

Thank you and we look forward for your positive response on this matter.

Sincerely yours,

DANDY P. TINDAAN
Chairperson, IT Department

Noted by:

for:
FREYVY T. ORENCIA
Director, Institute of Information Technology

*TO: School Heads Concerned
For: Appropriate Action
Thanks:*

FEDERICO P. MARTIN, Ed.D., C. Ed.D., CESO-VI
Schools Division Superintendent