



**OFFICE OF THE OJT COORDINATOR
FACULTY OF COMPUTING AND INFORMATION SCIENCES**

ACCEPTANCE LETTER

Date: January 23, 2026

JIMSON A. OLAYBAR, MSIT

OJT Coordinator

Southern Leyte State University

Sogod, Southern Leyte

Sir:

This is to inform your good office that **Mr. Joel P. Bacaron**, a **BS in Information Technology** student, has been accepted to undergo ON – THE – JOB TRAINING with us.

He started his training last January, 2026 with a minimum of 8 hours a day for a total of 48 hours a week.

Very truly yours,

CHRISTOPHER B. BALUCA

(Printed Name & Signature of Company Representative)

Owner/CEO

(Designation/Position)

Bizmatech

(Name of Host Establishment Industry)

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(Address)

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(Email Ad of HR Officer/Manager/Training Coordinator)

