



PHILIPPINE TECHNOLOGICAL INSTITUTE OF SCIENCE ARTS AND TRADE

2nd Floor CRDM Bldg. Unif A, Governor's Drive Corner
Congressional Road Brgy. G. Maderan, GMA, Cavite
Tel.(046) 460522 Mobile # Globe: 0906-451-2489

August 2, 2016

MS. CHERRYLOU DJ. DE MESA
OIC-School Division Superintendent
DepEd Cavite
Trece Martires, Cavite




Dear Madam,

The Philippine Technological institute of Science Arts and Trade is one of the trusted educational institution located in GMA Cavite. We are currently offering IT, HRM BOM and Senior High School. And we uphold to our commitment in providing quality education and providing global success through academic excellence.

In connection to this we would like to request your generous office to endorse our institution to conduct career talks to any schools within GMA and neighbouring municipalities , So we can extend to our community our undying passion to provide quality education,

Thank you in advance for your endorsement.


Sincerely yours,


Leonora M. Gordon
School Director

TO: Assistant Schools Division Superintendent
OIC, Office of the Assistant Schools Division Superintendent
Chiefs CID/SGOD
Public Schools District Supervisors *"Global Success Through Academic Excellence"*
Elementary & Secondary School Heads

August 3, 2016

FOR INFORMATION AND GUIDANCE OF ALL CONCERNED.


CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent