



Office for Internationalization

Telephone No.: (+63 32) 254 1452 loc. 113
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CNU FOREIGN TRAVEL RECOMMENDATION FORM

Travel associated with Academic Units must obtain approval signed by the Dean, with the recommendation from the Director for Internationalization and the Vice-President for Academic Affairs. Travel abroad for 30 days or longer may require the completion of the CSC Form No. 7 s.2017 or an approval from the Board of Regents.

Name of Traveler _____ Date of Application _____

Faculty _____ Non-teaching Staff _____ Student _____

Department/College/Unit _____

Dates of Travel: (mm/dd/yy) _____ to (mm/dd/yy) _____

Destination: _____

Emergency Contact Person: _____ Phone: _____

Purpose of Trip:

____ Study Leave _____ Seminar/Training _____ Meetings
____ Site Visit _____ Personal Leave _____ Conduct Research / Field Study
____ Paper Presentation | Name of Conference _____
____ Attend Conference | Name of Conference _____
____ Contest Participation | Name of Contest _____

How are you funding this trip?

____ University Funds: _____
____ External Grant: _____
____ Personal

Applicant's Signature _____ Date _____

Dean / Immediate Head's Signature _____ Date _____

VP-AA / VP-AFEA's Signature _____ Date _____

Foreign Travel Actions _____ Recommended _____ Deferred

Recommending Officer (IRO) DR. FELEE D. ENANOZA Date _____

Office OFFICE FOR INTERNATIONALIZATION



Certification Date: 24 January 2024
Recertification due date: 24 January 2027
For verification of the certificate please
Access www.gcl-intl.com (Certification
Check and type the registration number)



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SDF-IZN-307-003-01

