

## POLICY AND GUIDELINES

## USAGE OF GYM

NU COLLEGES ARE FREE TO APPLY FOR USAGE OF THE NU MAIN GYMNASIUM WITHOUT FEES AFTER SENDING A FORMAL REQUEST TO THE ATHLETIC DIRECTOR. THE USAGE OF THE GYMNASIUM IS SUBJECT TO THE AVAILABILITY OF AREA IN THE GYMNASIUM REQUESTED. ATTACHED ARE SAMPLE REQUESTS PROVIDED BY REQUESTING DEPARTMENTS.

E C	TH PLODE HERE' IY IN. HAL UNIVERSITY OF ANY ANY ANY OF ANY ANY OF ANY ANY OF ANY ANY OF ANY
N ARCHI	ALLUNVERSITY OF MANAGE HANKAGE
	May 02, 2023
	Russieo C. Camangian, LPT,Ph.D
	Thru Omar Muktar M. Kaslani
	Athletics Office National University-Manila
	Dear Mr. Carnangian,
	Greeting to the Gold and Blue!
INADAMAG RUBER D. HICLINE	In line with the upcoming National University Week, spearheader by the National University Government, there will be various of event
SHAREZ LESSANDRO D. (ERRESOLVETAR MEMORY ATLA)	including the Basketball League. This event requires every college to have teams composed of qualified individuals from College of Architecture
DIVERSION CLARENCE L	National University Architecture Student Council humbly asks for
DEAK BLIARE THERE I	your full support and permission to utilize the NU Nazareth School Gymnasium located at the upper floor of the Henry Sy Hall, for the NUCOM Pathoda Tone and the second se
BEN-MARCE LARZER MARE &	Basketball Team Try-outs. Below is the proposed date up for your confirmation of availability and approval.
PODADAS, AKAN MARK F. ARITTO	May 3, from 5:00 AM-9:00 AM
TANZO MARY CYRINE JEAN C	NUASC shall take full responsibility for the facility that we will use and for
	any reports of loss or damaged equipment. Any response is highly apprecisited, thank you and have a great day ahead!
An analy more a correction and	Best Regards,
	<i>Sel</i>
	Ruben D Igagamas President, NUASC
	Noted by: Endorsed by:
	De m
	Ar. Argel Miryl P. Castafieda Ar. Chona F. Pance, FUAP, PhD, CBP

Figure 13. Sample Formal Request Letter



Sent: Tuesday, February 6, 2024 10:52 AM To: Rustico C. Camangian <rccamangian@national-u.edu.ph> Cc: Shiela C. Ceniza <scceniza@national-u.edu.ph>; Hazel B. Sapin <hbsapin@national-u.edu.ph>; John Alvis Guntan <jaguntan@national-u.edu.ph>; Ronnet B. Altuna <rbaltuna@nationalu.edu.ph> Subject: Requesting: NU Gym on March 10 (Sunday) for Basketball Clinic Sir Rustico C. Camangian Greetings from NU Alumni Affairs Office! Hi Sir Otie, as part of the Alumni Affairs Office's program on mentoring, we collaborated with the NU Men's Basketball Team to conduct a Basketball Clinic on March 10 (Sunday). This mentoring program will focus on our Alumni dependents, ages 7 - 16 years old. We are anticipating a maximum of 130 participants for this Basketball Clinic.

In line with this, may we ask for your good office to let us use the NU Gym (main building) to be the venue of our activity. We hope that this project will render an affirmation. Rest assured; we will treat our facilities with care.

Thank you and have a great day.

*Regards,* NU Alumni Affairs <mark>Of</mark>fice



Figure 14. Sample Email sent to Athletics Director

## SERVICES PROVIDED

NU ATHLETICS OFFICE OFFER ASSISTANCE AND SPECIALIZED SERVICES TO THEIR STAKEHOLDERS THRU THEIR SOCIAL MEDIA PAGES.

## NU ATHLETICS FB PAGE (https://www.facebook.com/nuathleticsofficemnl)

- THIS PAGE IS DEDICATED TO ANSWERING QUESTIONS PERTAINING TO NU SPORTING EVENTS AND RELATED MATTERS.
- IN ADDITION, THIS PAGE IS USED TO DISSEMINATE INFORMATION CONCERNING NU SPORTS AND THEIR STUDENT ATHLETES

