



February 14, 2020

Dear PRME:

This letter is to request a COE submission extension for period of 90 days. Our main administrator tasked with maintaining the PRME account has been out of the office for the last month on family leave because of the birth of his child. He should be back in the office by the end of the month of February, until which time he can work on completing the required COE. I appreciate you understanding with this.

Please let me know if you have any questions or comments.

Thank you and best regards,

A handwritten signature in black ink, appearing to read "M. Cardenas", written in a cursive style.

Dr. Miguel Cardenas Jr
Chief Academic Officer