





































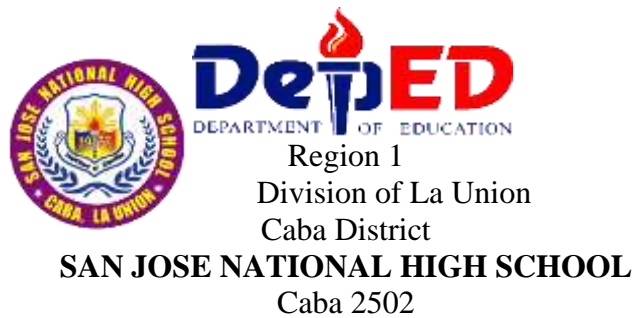








**Appendix D**  
Letter to the Principal



November 8, 2017

**MRS. PRECILA M. CARREON**

*Principal,*  
San Jose National High School  
Caba, La Union

**Madam:**

My name is Regie F. Navor. I am presently studying Doctor of Philosophy major in Language Education, minor in Educational Administration under the supervision of Don Mariano Marcos Memorial State University, South La Union Campus, Agoo, La Union.

I am currently undertaking research study as a requirement of the degree. In this connection, I would like to ask your permission from your good office to conduct a study in your school. This is to use San Jose National High School as the locale of my study.

Attached in this letter is the instrument which the researcher will be using in gathering data.

Rest assured that the findings of my study will be kept secret and confidential.

Thank you very much.

Sincerely,

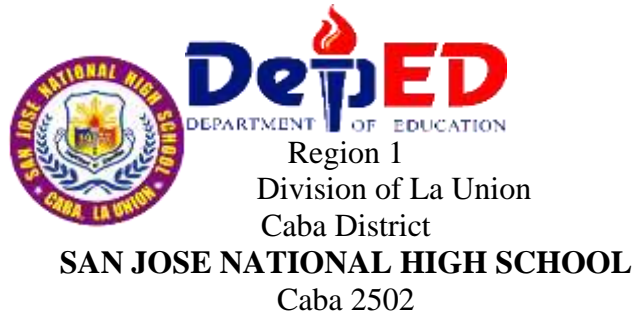
**REGIE F. NAVOR**  
Grade 12 Teacher

Approved by:

**MRS. PRECILA M. CARREON**  
SS Principal I

## Appendix E

Letter to the Respondents (Students)



November 8, 2017

**Dear Respondent,**

My name is Regie F. Navor. I am presently studying Doctor of Philosophy major in Language Education, minor in Educational Administration under the supervision of Don Mariano Marcos Memorial State University, South La Union Campus, Agoo, La Union.

I am currently undertaking research study as a requirement of the degree. In this connection, I would like to ask your permission to become a participant of this study in your school.

Attached in this letter is the instrument which the researcher will be using in gathering data.

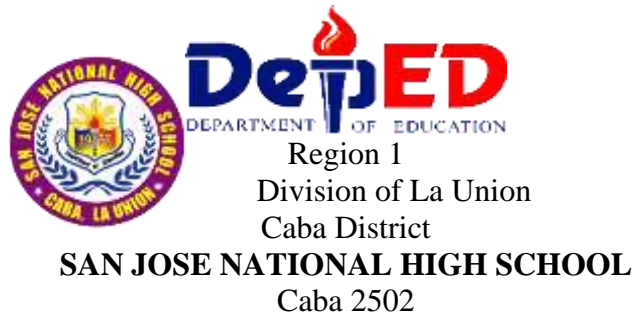
Rest assured that the findings of my study will be kept secret and confidential.

Thank you very much.

Sincerely,

**REGIE F. NAVOR**  
Grade 12 Teacher

**Appendix F**  
Letter to the Respondents (Peers)



November 8, 2017

**Dear Respondent,**

My name is Regie F. Navor. I am presently studying Doctor of Philosophy major in Language Education, minor in Educational Administration under the supervision of Don Mariano Marcos Memorial State University, South La Union Campus, Agoo, La Union.

I am currently undertaking research study as a requirement of the degree. In this connection, I would like to ask your permission to become a participant of this study in your school.

Attached in this letter is the instrument which the researcher will be using in gathering data.

Rest assured that the findings of my study will be kept secret and confidential.

Thank you very much.

Sincerely,

**REGIE F. NAVOR**  
Grade 12 Teacher

## **Appendix G**

### Letter to the Parents

Dear Parent:

I am from San Jose National High School, San Jose, Caba, La Union, and I would like to include your child, along with other 4 of his classmates, in a research project on coping strategies. This study will identify the coping strategies of at-risk students who also 4P's beneficiaries.

If your child participates in this research project, I will interview him for several times if necessary. The schedule of the interview will be at his most convenient time at his most convenient place. The research will start during the second semester of school year 2017 – 2018 and it will continue until the first week of December 2018.

The data gathered during the interview process will be kept confidential and will be used to improve educational outcomes for other children in similar academic situations. Your child's participation in this research project is completely voluntary. In addition to your permission, your child will also be asked if he or she would like to take part in this research project. Only those who have parental consent and who want to participate will do so, and any child may stop taking part at any time. You are free to withdraw your permission for your child's participation at any time and for any reason without penalty. These decisions will have no effect on your future relationship with the school or your child's grades or status.

The information obtained during this research project will be kept strictly confidential and will not become a part of your child's school record. The data will be locked in a file cabinet in the researcher's home, and any identifying information will be coded to protect the participants. Any sharing or publications of the research results will not identify any of the participants by name.

Please note that if you provide permission for your child to participate in this study, it does not guarantee that he or she will be selected. Once all of the parent permission forms have been received, the researcher will randomly select 5 students to participate in this study.

The benefits are for the researcher to be able to identify the coping strategies of your child that may foster or create atmosphere of success in and out of the school. Snacks will be provided after interview session.

I will be working with DMMMSU-SLUC, Agoo, La Union under the direction of Dr. Emmanuel Songcuan. If you have any questions about your rights as a participant in research involving human subjects, please feel free to contact the research at



09776584286. You are free to call this number if you identify yourself as a research participant.

Please keep this letter for your records.

Sincerely,

**REGIE F. NAVOR**

Researcher/Doctorate Student

099776584286

regienavor\_21@yahoo.com

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