

Other Requirements/Regulations for Foreign Applicants

Requirements for Submission

Only properly accomplished application forms with all the requirements listed below will be processed:

- 1) accomplished foreign application form (UP Form No. 3.1- revised 10-3);
- 2) a non-refundable application fee of PhP150 for resident foreign students and USD30 for non-resident foreign students in the form of a money order, cashier's, or manager's check payable to the University of the Philippines;
- 3) two (2) copies of one's official transcript of records from each high school and college attended and official examination certificates, if any;

For evaluation purposes, photocopies of records may be accepted provided that these are properly authenticated by the Department of Education or by duly designated authorities in the country of the applicant, otherwise the application will not be processed. Final admission will be subject to verification of documents submitted against original documents of credentials. Certified English translations should also be submitted, when necessary

- 4) course syllabus, school catalogue, and handbook of examination;
- 5) two (2) copies of certification from a reputable bank in the applicant's country, his/her capability to finance the travel, educational, personal and other expenses s/he is expected to incur in his/her studies in the Philippines;
- 6) proof of adequate financial support to cover expenses for the student's accommodation and subsistence, as well as school dues and other incidental expenses;
- 7) official TOEFL results;
- 8) copy of birth certificate or passport, duly authenticated;
- 9) original Notice of Acceptance (NOA) bearing a clear impression of the University's official dry seal;
- 10) scholastic records duly authenticated by the Philippine Foreign Service Post located in the student's country of origin or legal residence;
- 11) Police Clearance Certificate issued by the National Police Authorities in the student's country of origin or residence duly authenticated by the Philippine Foreign Service Post having consular jurisdiction over the place for students who resided in the Philippines for less than fifty-nine (59) days;

However, for a student who has resided in the Philippines for more than fifty-nine (59) days at the time of application for the change/conversion of his/her admission status to that of a student, s/he shall also be required to submit a National Bureau of Investigation (NBI) clearance;

- 12) Quarantine Medical Clearance Certificate by the National Quarantine Office;
- 13) copy of the student's Personal History Statement (PHS) signed by the student with a 2x2-inch photograph recently taken;
- 14) photocopies of the photo, date, and stamp of the latest arrival pages on the passport of the student

The passport itself shall be presented to the Bureau of Immigration for verification.

Credentials filed in support of the application become the property of the University of the Philippines and will not be returned to the applicant.