



## MESSAGE



Isang maalab at mapagpalayang pagbati sa mga UP Diliman (UPD) freshmen!

You are entering UPD during our 70<sup>th</sup> anniversary, marking the transfer of central administrative offices from Manila to Diliman in 1949. That move also established Diliman as the flagship campus for UP.

The establishment of UP Diliman was a bold one, overcoming heavy opposition from faculty and students who predicted doom and gloom in the still unexplored terrain of Diliman.

Defying the nay-sayers, UP Diliman offers the most comprehensive range of degree programs not just in the UP System but in the entire country.

Even more importantly, UP Diliman has repeatedly taken the lead formulating new subjects, curricula and degree programs, as well as retooling old ones, to respond to the needs of the times.

Let me name just two important changes in our offerings that come into effect this schoolyear. One is the option of taking a minor which can be in a discipline very different from your major. A second one is the conversion of previous undergraduate diploma and certificate programs into Associate in Arts degrees.

We have also introduced many administrative reforms to make your life easier in UPD. The joke that UP means University of Pila is now a thing of the past, with the continuing development of a sophisticated CRS (Computerized Registration System) that is homegrown, developed by our own UPD team using open source software and surpassing the capabilities of expensive imported systems.

You are entering UP at a time when we are going full speed with an integration of physical and mental health, which we consider vital for academic performance. We are tapping many modalities such as music, dance, sports, yoga, meditation, even emotional support dogs and cats, to nurture mind and body.

Bold visions need not always be new ones. Through the last 70 years, we have been steadfast in pursuing our social responsibilities, about producing *iskolar ng bayan* committed to social justice. I take most pride in the low-profile but powerfully transformative work of our students, faculty and staff serving the needs of socially marginalized sectors, whether our own urban poor settlements in UP Diliman, or displaced *lumad* (Mindanao's indigenous peoples) children.

I wish you an exciting and productive stay in UP Diliman, with hopes that you will have the courage, and the boldness of vision of the pioneers of UP Diliman, raising high and with pride our banners of honor, excellence and compassion.

A handwritten signature in cursive script that reads "Michael L. Tan".

Michael Lim Tan, DVM, PhD  
Chancellor, UP Diliman

## MESSAGE



Welcome, freshmen!

I share your enthusiasm and excitement in beginning a new chapter in your lives with the country's premier university playing a major role in it. UP will be your home for the next four years or so and I urge you to use it to your advantage. More importantly, I encourage you to value UP's brand of honor and excellence by studying diligently and striving to finish your chosen degree on time. Know that the University will support you from this point forward in treading the path to growth, success, and greatness even. Armed with the best education you will receive from UP, for you deserve no less, let this same brand of honor and excellence guide you through every step of the way towards the common goal of serving the people and shaping our nation's bright future.

Mabuhay kayo, iskolar ng bayan!

A handwritten signature in black ink that reads "Ma. Theresa T. Payongayong". The signature is written in a cursive, flowing style.

Ma. Theresa T. Payongayong, PhD  
University Registrar

# IMPORTANT DATES TO REMEMBER

DATE	ACTIVITY
April – June 2019	Preparation of admission requirements (See page 13 for the list of requirements.)
May – June 2019	Physical-medical check-up at the UP Health Service (Bring your accomplished medical forms.) For inquiries, call UP Health Service at 981-8500 loc. 2701-2702.
June 1 to 24, 2019	Online Pre-enlistment @ <a href="https://crs.upd.edu.ph">https://crs.upd.edu.ph</a> (Enter your student number and 5-digit PIN from your UPCAT Notice of Admission.)  June 1-10, 2019    Pre-enlistment June 11, 2019     Batch Processing 1 & Results June 12-23, 2019    Pre-enlistment 2 June 24, 2019     Batch Processing 2 & Results
July 1 to 5, 2019	Advance registration for new freshmen  (Proceed directly to your colleges, see Table 1 on pages 16 and 17 for corresponding schedule.)
July 2 to 6, 2019	Freshman Orientation Program 1-5 PM (the next day after advance registration schedule)  Venue: School of Statistics Auditorium (See map on back cover.)
July 29, 2019	Regular registration for freshmen unable to enroll during the advance registration
August 2, 2019	Start of classes and Freshman Welcome Assembly

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# UNIVERSITY OF THE PHILIPPINES



The University of the Philippines is the country's National University, as declared by its Charter of 2008, which was approved by the 14<sup>th</sup> Congress of the Philippines on Apr. 29, 2008.

UP was founded on June 18, 1908 by Act No. 1870 of the Philippine Assembly, upon the recommendation of W. Morgan Schuster, Secretary of Public Instruction, to the Philippine Commission, the upper house of the Philippine Assembly.

Act 1870 authorized the Governor General to establish UP in the "city of Manila, or at any point he may deem most convenient." UP was to give "advanced instruction in literature, philosophy, the sciences and arts, and to give professional and technical training" to every qualified student regardless of "age, sex, nationality, religious belief and political affiliation."

UP is now a System of eight constituent universities, namely: UP Diliman (with Extension Programs in Olongapo and Pampanga), UP Baguio, UP Los Baños, UP Manila (with Schools of Health Sciences in Baler, Palo and Koronadal), UP Visayas (with campuses in Iloilo, Miag-ao and Tacloban), UP Cebu, UP Mindanao and UP Open University.

UP was initially established along Padre Faura and R. Hidalgo streets in the city of Manila with the College of Fine Arts, the College of Liberal Arts and the College of Medicine and Surgery. The School of Agriculture was also established in Los Baños, Laguna. The succeeding years saw the creation of additional academic units in both sites.

From 67 in 1908 to 7,849 in 1928, the increase in student population called for an expansion outside of the small location in Manila. In 1939, the University acquired a 493-hectare property in Diliman, Quezon City. Construction began in the same year, but development was stalled by World War II.

The war caused extensive damage to buildings in Diliman. Led by UP President Bienvenido Gonzalez, the university administration sought a P13-million grant from the US-Philippines War Damage Commission to restore the damaged facilities and to construct new ones to enable the transfer of the university from Manila to Diliman. It was amidst the rural surroundings of Diliman that UP celebrated its 40<sup>th</sup> anniversary in 1949, highlighted by the transfer of the Oblation from UP Manila on Feb. 12. A motorcade made its way from Padre Faura to the cogon-strewn expanse in Quezon City, marking the university's transfer to its new campus. Henceforth, the administrative functions of the university, as well as the governance of its regional units in Manila, Los Baños, Baguio and Cebu, were relocated to Diliman.

The first college to operate in Diliman in 1949 was the Conservatory of Music. On the same year, the first general commencement exercises were held at the Sunken Garden.

# UNIVERSITY OF THE PHILIPPINES DILIMAN



*The National Science Complex*

**U**P Diliman has 27 degree granting units with 376 academic programs in the clusters of the Arts and Letters, Management and Economics, Science and Technology, and Social Sciences and Law. Of these programs, 113 are in the undergraduate level, 134 in the master's, 1 in Juris Doctor, 1 in BAMA and 65 in the doctoral level. UPD also offers 44 pre- and post-baccalaureate certificates and diplomas.

In the first semester of Academic Year 2018-2019, the University had 22,149 students, where 13,167 were undergraduates, 8,129 were pursuing master's and doctoral degrees while 853 were pursuing a Juris Doctor degree. As of July 31, 2017, the University had a faculty complement of 1,531, comprising 273 Professors, 256 Associate Professors, 628 Assistant Professors and 374 Instructors, alongside 821 Lecturers and 15 Visiting Professors.

It has a land area of 493 hectares which houses the academic units, the residential and dormitory areas, the resource generation zones and a protected forest area, among others.

# OFFICE OF THE UNIVERSITY REGISTRAR



The Office of the University Registrar (OUR) is a vital arm of UP Diliman. Its specific role is to provide accurate, validated, authenticated information, documentation, advice and critical support and other services related to academic programs and degree requirements. It is a main player during enrollment, and is a keeper of permanent academic records and other credentials for a variety of student concerns. As official recorder, it serves as Secretariat in the different administration committees like the Executive Committee, Curriculum Committee, Committee on Student Progress, Admission and Graduation, and in University Council (UC) meetings. It is also the Steering Committee of the University Council Committees.

The OUR, as a repository of student records, is both a data source and resource for researchers. It is under the Office of the Vice Chancellor for Academic Affairs. It has three sections: Administrative, University Council Secretariat, and Academic Information System; and two divisions: Admissions and Registration, and Student Records.

The OUR is along T.M. Kalaw Street corner Quirino Street, UP Diliman, Quezon City. It is open Mondays through Fridays from 8 a.m. to 5 p.m.

## EMAIL AND CONTACT NUMBERS

### OFFICE OF THE UNIVERSITY REGISTRAR

Direct Line: (632) 927-6084  
VoIP: 981-8500 local 4551, 4552, 4553  
Website: [our.upd.edu.ph](http://our.upd.edu.ph)  
email: [our@upd.edu.ph](mailto:our@upd.edu.ph)

### ADMINISTRATIVE SECTION

Direct Line: (632) 927-6084  
VoIP: 981-8500 local 4551, 4552, 4553  
email: [admin.our@upd.edu.ph](mailto:admin.our@upd.edu.ph)

### ADMISSIONS AND REGISTRATION DIVISION

VoIP: 981-8500 local 4555, 4556  
email : [admission.our@upd.edu.ph](mailto:admission.our@upd.edu.ph)

### ACADEMIC INFORMATION SYSTEM SECTION

VoIP: 981-8500 local 4560  
email: [crssupport@list.upd.edu.ph](mailto:crssupport@list.upd.edu.ph)

### UC SECRETARIAT SECTION

VoIP: 981-8500 local 4554, 4558  
email: [pucss\\_our.updiliman@up.edu.ph](mailto:pucss_our.updiliman@up.edu.ph)

### STUDENT RECORDS DIVISION

VoIP: 981-8500 local 4559, 4563  
email: [records.our@upd.edu.ph](mailto:records.our@upd.edu.ph)



# SPECIFIC INFORMATION FOR UPCAT SUCCESSFUL APPLICANTS

## QUALIFIERS TO B FINE ARTS AND B MUSIC

### B Fine Arts: College of Fine Arts

1. **Application period:** Once UPCAT results are released until April 25, 2019

2. **Pre-qualifying schedule:** Talent Determination Test (TDT)  
is on April 27, 2019, 8 AM–12 NN, (Saturday).

Examinee must bring a 6B pencil and coloring medium of his/her own choice except oil or textile paint. Paper will be provided.

3. **Written exam for Art History and Art Education schedule:**  
To be announced after the pre-qualifying TDT

#### Application Requirements:

- UPCAT Admission Notice, three (3) 2" x 2" ID pictures

**RESULTS:** May 31, 2019, 1 PM (Friday)

### B Music: College of Music

#### 1. Theory examination

April 25, 2019 (Thursday)

Abelardo Hall Auditorium

UPCAT successful applicants are to call the College Secretary's Office at 9818500 loc. 2627 before the exam date.

#### 2. Psycho-socio test

For admitted applicants only (TBA)

#### 3. Talent audition

April 26, 2019 (Friday)

See poster at the College Secretary's Office for date, time and room assignment.

#### Requirements:

- UPCAT Admission notice and two (2) 2" x 2" colored pictures

**RESULTS:** May 3, 2019, 10 AM (Friday)

# SPECIAL EXAMINATIONS

## ■ ADVANCED PLACEMENT EXAMINATION (APE)

The APE may be taken by new freshmen who gained advanced knowledge in Mathematics. Those who pass the APE will be given credit for corresponding subjects in their academic programs:

Validation for Math 20 (Pre-calculus) for those who have not taken Pre-calculus from the STEM or equivalent strand of K-12

Advanced Placement Examinations (APE) for Math 21 (Elementary Analysis) for those who have taken Pre-calculus from the STEM or equivalent strand of K-12 or those who passed the Math 20 validation examination

### Application Period:

Validation: May 13-28, 2019  
APE: May 13 to June 04, 2019  
Administrative Office  
Institute of Mathematics  
National Science Complex  
UP Diliman

### Examination schedule:

Validation (Math 20) : May 29, 2019, 1-3 PM (Wednesday)  
APE (Math 21): June 05, 2019, 1-3 PM (Wednesday)

Examination venue: Institute of Mathematics Building, CP Garcia Avenue, UP Campus, UP Diliman

Please be at the venue by 12:30 PM. For more information, contact Janeth Mabaquiao at the College Secretary's Office, College of Science at (632) 981-8500 local 3816 or Guey Ruiz at the Institute of Mathematics at 920-1009 or (632) 981-8500 local 3861.

## ■ APE IN CHEM 16 (GENERAL CHEMISTRY I) AND CHEM 16.1 (GENERAL CHEMISTRY I LABORATORY)

### Application period:

Once UPCAT result are released until May 17, 2019, Institute of Chemistry, 1F Teaching Building, National Science Complex, UP Diliman

### Application Requirements:

UPCAT Admission Notice  
Certified photocopy of student transcript of records or report card (Grade 12)  
Two (2) recent 2" x 2" pictures  
Valid photo identification card with signature

### Examination Schedule:

Chem 16: Written Examination on June 03, 2019, 9-11 AM (Monday)  
Chem 16.1: Practical Examination on June 7, 2019, 9-11 AM (Friday)  
Institute of Chemistry, Teaching Building, National Science Complex, UP Diliman

For more information, contact Jane Palacay at the Institute of Chemistry at (632) 981-8500 local 3652.



*UP Diliman Track and Field Oval*

## ■ PHYSICAL EDUCATION PROFICIENCY EXAM (PEPE)

The PEPE may be taken by applicants who are skilled in one or more sports activity. Those who pass the PEPE acquire advance units in Physical Education.

Application period: April 29 to May 3, 2019

Application Requirements:

- UPCAT Admission Notice
- Two (2) 1" x 1" ID pictures
- Medical certification of fitness to take/undergo a Physical Fitness Proficiency Exam

Examination Schedule: to be announced (TBA)

For information, call Jeng Espiritu at the College of Human Kinetics at (632) 981-8500 local 4130.

# ENROLLMENT INFORMATION

## I. FREE TUITION

UP Diliman shall implement RA No. 10931 known as the Universal Access to Quality Tertiary Education Act of 2017 and its Implementing Rules and Regulations (IRR) that was approved and signed on February 22, 2018.

## II. VOLUNTARY OPT-OUT OF FREE TUITION

UP Diliman students may voluntarily opt out from availing the Free Tuition privilege. Should this be the decision, after submitting a duly accomplished Voluntary Opt-out Form, the student will pay full tuition and other fees at the Cash Office. Voluntary Opt-out Form is available at the Office of the University Registrar and the student's respective Office of the College Secretary. The form can also be downloaded through <https://our.upd.edu.ph/files/freetuition/OPTFORM.pdf>.

## III. VOLUNTARY CONTRIBUTION

UP Diliman students may voluntarily contribute any amount to the university by accomplishing the Voluntary Contribution Form. After submitting a duly accomplished Voluntary Contribution Form, the student will give the contribution to the university through the Cash Office. The form is available at the Office of the University Registrar and the student's respective Office of the College Secretary. The form can also be downloaded through <https://our.upd.edu.ph/files/freetuition/VCF.pdf>.

## IV. DEFERMENT OF ENROLLMENT

Deferment of enrollment is allowed for only ONE YEAR.

New freshmen who will not enroll during first semester AY 2019-2020 must write a letter of deferment addressed to the University Registrar.

The applicant, however, needs to inform UP of his/her interest to study in UP by confirming slot offered to him/her.

Confirmation assures you of a course to enroll in upon return from deferment.

## V. NATIONAL SERVICE TRAINING PROGRAM (NSTP)

Under the 2001 NSTP Act, beginning Academic Year 2002-2003, all students must take six (6) units in any of the following:

- Civic Welfare Training Service (CWTS)
- Literacy Training Service (LTS)
- Reserve Officers' Training Corps (ROTC) of Military Science (MS)

# REGISTRATION PROCEDURE

## STUDENT

Check enrollment date for your degree program.  
See Table 1 on pages 16-17 for the Schedule of Advance Registration.



## COLLEGE

Go to your college for:

- a. Orientation
- b. Advising
- c. Submission of filled-out student directory with photo (college copy)



## OFFICE OF THE UNIVERSITY REGISTRAR, Admissions and Registration Division (ARD)

Submit all requirements and arrange the documents in this order:

- a. UPCAT Admission Notice
- b. Student Directory with passport size photo (OUR copy)
- c. Form 138 (Grade 12 High School Card - original copy)
- d. Medical Certificate from UP Health Service (original copy)
- e. Birth Certificate from Philippine Statistical Authority (original copy)
- f. Report of birth from Philippine Statistical Authority (If Filipino born abroad, original copy)/Identification Certificate from Bureau of Immigration (photocopy and original copy to be presented)/Philippine Passport (photocopy and original copy to be presented)
- g. Birth Certificate (for non-Filipino students) (photocopy and original copy to be presented)
- h. Study permit from the Office of International Linkages Diliman (for foreign student)
- i. Student visa (for foreign student)
- j. Form 137 (Grade 7 to 12 High School Transcript-original copy) or Senior High School Transcript (Grade 11-12) with Junior High School Transcript (Grade 7-10) certified copy with remarks "Copy for University of the Philippines Diliman," with date of graduation and Learner Reference Number (LRN)



## OFFICE OF THE UNIVERSITY REGISTRAR (Conference Room A)

- a. Enlistment of additional courses, if needed
- b. Validation, Post-advising and Assessment
- c. Opt Out and voluntary contribution (see Enrollment Information on page 12)
- d. Printing of Form 5
- e. Issuance of Form 5 (student copy)
- f. Payment of matriculation fees/Voluntary contribution at UPD Cash Office, if applicable. Cash or Manager's/Cashier's Checks are accepted.
- g. Photo ID schedule



UNIVERSITY OF THE PHILIPPINES DILIMAN  
ACADEMIC CALENDAR for AY 2019-2020 <sup>1</sup>

(Approved by UP Exec. Vice Pres. Teodoro J. Herbosa on 19 December 2018)

	FIRST SEMESTER (Aug - Dec 2019)	SECOND SEMESTER (Jan - May 2020)	MIDYEAR <sup>2</sup> (Jun - Jul 2020)
Physical examination for incoming freshmen	01 Apr, Mon - 28 Jun, Fri		
Application period for transfer students	01 Apr, Mon - 30 Apr, Tue 03 Jun, Mon - 28 Jun, Fri		
ADVANCE REGISTRATION FOR FRESHMEN	01 Jul, Mon - 05 Jul, Fri		
Freshmen Orientation Program	c/o OVCSA		
Removal examination period <sup>3</sup>	15 Jul, Mon - 26 Jul, Fri	13 Dec 2019, Fri - 04 Jan, Sat	25 May, Mon - 05 Jun, Fri
Deadline for students to file appeals for readmission/extension of MRR/waiver of MRR	Check with respective colleges	Check with respective colleges	Check with respective colleges
Validation for advance credit	15 Jul, Mon - 08 Aug, Thu	13 Dec 2019, Fri - 16 Jan, Thu	25 May, Mon - 17 Jun, Wed
<b>REGISTRATION PERIOD</b>			
Freshmen, graduating, PWDs, Varsity, HASPAG, and graduate students	29 Jul, Mon - 31 Jul, Wed	06 Jan, Mon - 08 Jan, Wed	08 Jun, Mon - 09 Jun, Tue
All UPD undergraduate & graduate students	30 Jul, Tue - 31 Jul, Wed	07 Jan, Tue - 08 Jan, Wed	09 Jun, Tue
All other students including Cross registrant/Non-Degree/Special/Foreign/Exchange students	31 Jul, Wed	08 Jan, Wed	09 Jun, Tue
Faculty Integration Day	01 Aug, Thu	09 Jan, Thu	10 Jun, Wed
<b>START OF CLASSES</b>	<b>02 Aug, Fri</b>	<b>10 Jan, Fri</b>	<b>11 Jun, Thu</b>
FRESHMEN WELCOME ASSEMBLY	02 Aug, Fri		
Last day of withdrawal of enlistment	02 Aug, Fri	10 Jan, Thu	11 Jun, Thu
Change of matriculation (CoM) period	02 Aug, Fri - 09 Aug, Fri	10 Jan, Fri - 17 Jan, Fri	11 Jun, Thu - 19 Jun, Fri
UP Foundation Day			18 Jun, Thu
Deadline for filing application for UPCAT For Metro Manila schools For Non-Metro Manila schools	TBA - c/o OAdms		
Deadline for students to file application for graduation as of the end of: <sup>4</sup>			
1 <sup>st</sup> Sem AY 2019-2020	23 Aug, Fri	24 Jan, Fri	19 Jun, Fri
2 <sup>nd</sup> Sem AY 2019-2020 Midyear 2020			
UP COLLEGE ADMISSION TEST (UPCAT)	TBA (c/o Office of Admissions)		
<b>MID-SEMESTER</b>	<b>01 Oct, Tue</b>	<b>10 Mar, Tue</b>	<b>29 Jun, Mon</b>
Alternative Classroom Learning Experience <sup>5</sup>	c/o OVCSA		
DEADLINE FOR DROPPING SUBJECTS	30 Oct, Wed	13 Apr, Mon	07 Jul, Tue
Lenten Break (for students only)		06 Apr, Mon - 11 Apr, Sat	
DEADLINE FOR FILING LEAVE OF ABSENCE (LOA)	18 Nov, Mon	28 Apr, Tue	14 Jul, Tue (for those enrolled)
Last day for graduating students to clear their deficiencies	22 Nov, Fri	30 Apr, Thu	08 Jul, Wed
<b>END OF CLASSES</b>	<b>03 Dec, Tue</b>	<b>13 May, Wed</b>	<b>15 Jul, Wed</b>
Integration Period	04 Dec, Wed	14 May, Thu	16 Jul, Thu
<b>FINAL EXAMINATIONS</b>	05 Dec, Thu - 12 Dec, Thu	15 May, Fri - 23 May, Sat	17 Jul, Fri - 20 Jul, Mon
Lantern Parade	13 Dec, Fri		
Start of Christmas Break (for students)	14 Dec, Sat		
<b>DATES TO REMEMBER FOR COLLEGES &amp; COMMITTEES</b>			
DEADLINE FOR GRADE SUBMISSION	21 Dec, Sat	02 Jun, Tue	29 Jul, Wed
Deadline for colleges to submit to OUR appeals/cases for CSAPG consideration <sup>4</sup> For admission	08 Jul, Mon	17 Dec 2019, Tue	

Deadline for colleges to submit to OUR appeals/cases for CSAPG consideration <sup>4</sup> For admission For graduation For all cases	08 Jul, Mon 16 Aug, Fri	17 Dec 2019, Tue 03 Feb, Mon	18 May, Mon
COMMITTEE ON STUDENT ADMISSIONS, PROGRESS & GRADUATION (CSAPG) Meetings For admission For graduation For all cases	15 Jul, Mon 23 Aug, Fri	03 Jan Fri 10 Feb, Mon	25 May, Mon 04 May, Mon
CURRICULUM COMMITTEE MEETING Deadline for colleges to submit to the OUR the approved List of Candidates for Graduation as of the end of: Midyear 2019 1 <sup>st</sup> Sem AY 2019-2020 2 <sup>nd</sup> Sem AY 2019-2020	22 Jul, Mon 16 Aug, Fri	02 Dec 2019, Mon 24 Jan, Fri	19 Jun, Fri
Deadline for colleges to submit to the OUR the tentative List of Candidates for Graduation as of the end of: 1 <sup>st</sup> Sem AY 2019-2020 2 <sup>nd</sup> Sem AY 2019-2020 Midyear 2020	23 Aug, Fri	31 Jan, Fri	26 Jun, Fri
UNIVERSITY COUNCIL MEETING TO RECOMMEND FOR BOR APPROVAL THE LIST OF CANDIDATES FOR GRADUATION AS OF THE END OF: Midyear 2019 1 <sup>st</sup> Sem AY 2019-2020 2 <sup>nd</sup> Sem AY 2019-2020	02 Sep, Mon	17 Feb, Mon	22 Jun, Mon Per BOR schedule
BOARD OF REGENTS (BOR) MEETING TO APPROVE GRADUATION <sup>6</sup> COMMENCEMENT EXERCISES	Per BOR schedule	Per BOR schedule	28 Jun, Sun

<sup>1</sup> Approved during the UPD Executive Committee at its 271<sup>st</sup> meeting on 10 December 2018. Applies to all units except the MBA and MS Finance programs of the Virata School of Business, the MM Program of UPEPP and UPEPO, PM-TMEM of the College of Science, and Archaeological Studies Program.

<sup>2</sup> For the Midyear session, 3-unit lecture classes meet two (2) hours daily, Monday to Friday, for 24 class days.

<sup>3</sup> A special removal schedule outside this period may be implemented by the Unit subject to removal fees.

<sup>4</sup> Appeals submitted beyond the deadline will be processed for the following term.

<sup>5</sup> Alternative Classroom Learning Experience (ACLE) is an activity of the UPD Student Council (USC). Schedule to be finalized.

<sup>6</sup> Per OSU, BOR Meetings are usually held every last Thursday of the month. However, the BOR Chair or UP President may ask for a re-scheduling of the said meeting.

**Registration period is when a student becomes "Officially registered," which means that the student has already gone through all the processes involved in registration up to payment of fees. (p. 18 of the UPD General Catalogue 2014)**

HOLIDAYS IN AY 2019 - 2020	
2019	2020
19 Aug, Mon Quezon Day (QC only)	01 Jan, Wed New Year's Day
21 Aug, Wed Ninoy Aquino Day	05 Feb, Wed Chinese New Year
26 Aug, Mon National Heroes Day	25 Feb, Tue EDSA People Power Revolution Anniversary
01 Nov, Fri All Saints Day	09 Apr, Thu Araw ng Kaglilingan
02 Nov, Sat Additional special (non-working day)	09 Apr, Thu Maundy Thursday
03 Nov, Sat Bonifacio Day	10 Apr, Fri Good Friday
08 Dec, Sun Feast of the Immaculate Conception of Mary	11 Apr, Sat Black Saturday
24 Dec, Tue Additional special (non-working day)	01 May, Fri Labor Day
25 Dec, Wed Christmas Day	12 Jun, Fri Independence Day
30 Dec, Mon Rizal Day	Eidul Fitr
31 Dec, Tue Last Day of the Year	Eidul Adha

As of 19 Dec 2018

Per Official Gazette post, President Rodrigo R. Duterte signed Proclamation No. 555, s. 2018, on 15 August 2018, entitled DECLARING THE REGULAR HOLIDAYS AND SPECIAL (NON-WORKING) DAYS FOR THE YEAR 2019.

Section 2 of Proclamation No. 555, s. 2018, states that the proclamations declaring national holidays for the observance of Eidul Fitr and Eidul Adha shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hira) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos (NCMF) shall inform the Office of the President on the actual dates on which these holidays shall respectively fall.

Holidays in 2020 are listed according to their original dates pending the issuance of a Presidential proclamation.

# SCHEDULE OF ADVANCE REGISTRATION FOR COLLEGES/UNITS

First Semester AY 2019-2020 (July 1-5, 2019)

## DAILY SCHEDULE

College briefing  
Attendance is required.

Registration at the Office of the University Registrar

Payment at the Cashier's Office, PNB Building (for foreign students and students who opted out of Free Tuition)

**TABLE 1: SCHEDULE OF FRESHMEN ADVANCE REGISTRATION**

DATE	COLLEGE	DEGREE PROGRAMS	SCHEDULE OF COLLEGE BRIEFING	SCHEDULE OF REGISTRATION
July 1, 2019 (Monday)	<b>College of Science</b>	BS Biology BS Molecular Biology & Biotechnology BS Chemistry BS Geology BS Applied Physics BS Physics BS Mathematics	8-10 AM  10AM-12NN	10 AM-12 NN  1-3 PM
	<b>College of Arts and Letters</b>	BA (Art Studies) BA (Comparative Literature) BA (Creative Writing) BA (English Studies) BA (European Languages) BA (Filipino at Panitikan ng Pilipinas) BA (Malikhaing Pagsulat sa Filipino) BA (Philippine Studies) BA (Speech Communication) BA (Theatre Arts)	1-3 PM	3-5 PM
July 2, 2019 (Tuesday)	<b>College of Engineering</b>	BS Computer Engineering BS Electrical Engineering BS Electronics Engineering	8-10 AM	10 AM-12 NN
	<b>College of Social Sciences and Philosophy</b>	BS Geography BA Philosophy BA Psychology BS Psychology	10AM-12NN	1-3 PM
	<b>School of Economics</b>	BS Business Economics BS Economics	1-3 PM	3-5 PM
	<b>School of Library and Information Studies</b>	B Library & Information Science		
	<b>College of Fine Arts</b>	B Fine Arts		



DATE	COLLEGE	DEGREE PROGRAMS	SCHEDULE OF COLLEGE BRIEFING	SCHEDULE OF REGISTRATION
July 3, 2019 (Wednesday)	<b>College of Engineering</b>	BS Materials Engineering BS Metallurgical Engineering BS Mining Engineering BS Chemical Engineering BS Industrial Engineering BS Computer Science	8-10 AM  10 AM-12 NN	10 AM-12 NN  1-3 PM
	<b>College of Social Sciences &amp; Philosophy</b>	BA Anthropology BA History BA Linguistics BA Political Science BA Sociology	1-3 PM	3-5 PM
	<b>College of Human Kinetics</b>	B Physical Education B Sports Science		
July 4, 2019 (Thursday)	<b>College of Engineering</b>	BS Civil Engineering BS Geodetic Engineering BS Mechanical Engineering	8-10 AM	10 AM-12 NN
	<b>School of Statistics</b>	BS Statistics	10 AM-12 NN	1-3 PM
	<b>College of Education</b>	B Elementary Education B Secondary Education		
	<b>College of Home Economics</b>	BS Community Nutrition BS Family Life & Child Development BS Food Technology BS Home Economics BS Hotel, Restaurant & Institution Management BS Interior Design BS Clothing Technology	1-3 PM	3-5 PM
July 5, 2019 (Friday)	<b>College of Architecture</b>	BS Architecture B Landscape Architecture	8-10 AM	10 AM-12 NN
	<b>College of Mass Communication</b>	BA Broadcast Communication BA Communication Research BA Film BA Journalism		
	<b>Cesar E.A. Virata School of Business</b>	BS Business Administration BS Business Administration and Accountancy	10 AM-12 NN	1-3 PM
	<b>College of Music</b>	B Music		
	<b>Asian Institute of Tourism</b>	BS Tourism	1-3 PM	3-5 PM
	<b>National College of Public Administration and Governance</b>	B Public Administration		
	<b>College of Social Work and Community Development</b>	BS Community Development BS Social Work		

# RULES ON SCHOLASTIC STANDING



Palma Hall Lobby

## GOOD SCHOLASTIC STANDING

A student is in good scholastic standing if at the end of the semester s/he obtains a final grade of "3" or higher in at least 75 percent of the total number of academic units in which s/he is registered. However, colleges/units may impose additional rules on good scholastic standing such as a minimum grade average or required number of units passed per semester/year.

## SCHOLASTIC DELINQUENCY

The faculty of each college or school shall approve suitable and effective provisions governing undergraduate delinquent students, subject to the following minimum standards:

- 1. WARNING.** Students who, at the end of the semester, obtain final grades below "3" in 25 to 49 percent of the total number of academic units in which they are registered shall be warned by the Dean to improve their work.
- 2. PROBATION.** Students who, at the end of the semester, obtain final grades below "3" in 50 to 75 percent of the total number of academic units in which they have final grades shall be placed on probation for the succeeding semester and their load shall be limited to the extent to be determined by the Dean.

Probation may be removed by passing with grades of "3" or better in more than 50 percent of the units in which they have final grades in the succeeding semester.

**3. DISMISSAL.** Students who, at the end of the semester, obtain final grades below “3” in at least 76 percent of the total number of academic units in which they receive final grades shall be dropped from the rolls of the college or school.

Students on probation, in accordance with 2) above, who again fail in 50 percent or more of the total number of units in which they receive final grades shall be dropped from the rolls of their college or school subject to the following:

a. Students dropped from one college shall not ordinarily be admitted to another unit of the University unless, in the opinion of the Vice Chancellor for Student Affairs, their natural aptitude and interest may qualify them in another field of study in which case they may be allowed to enroll in the proper college or department.

b. Students who were dropped in accordance with rules on “Dismissal” and again fail so that it becomes necessary again to drop them, shall not be eligible for readmission to any college of the University.

**4. PERMANENT DISQUALIFICATION.** Students who, at the end of the semester, obtain final grades below “3” in 100 percent of the academic units in which they are given final grades shall be permanently barred from readmission to any college of the University.

Permanent disqualification does not apply to cases where, on the recommendation of the faculty members concerned, the faculty certifies that the grades of “5” were due to the student’s unauthorized dropping of the subjects and not to poor scholarship. However, if the unauthorized withdrawal takes place after the mid-semester and the student’s class standing is poor, his/her grades of “5” shall be counted against him/her for the purpose of this scholarship rule. The Dean shall deal with these cases on their individual merits in the light of the recommendations of the Vice Chancellor for Student Affairs; provided, that in no case of readmission to the same or another college shall the action be lighter than probation.

For purposes of scholastic standing, a grade of “Inc” is not included in the computation. When it is replaced by a final grade, the latter is to be included in the grades during the semester when the removal is made. The grade “4” is counted until it is removed. Once removed, only the final grade of “3” or “5” is counted.

Required courses in which a student has failed shall take precedence over other courses in his/her succeeding enrollment.

In colleges or schools in which the weight of the courses are not expressed in terms of units, the computation shall be based on their respective equivalents.

No re-admission of dismissed or disqualified students shall be considered by the deans and directors without the favorable recommendation of the University Guidance Counselor. Cases in which the action of the deans or directors conflicts with the recommendation of the University Guidance Counselor may be elevated to the Vice Chancellor for Academic Affairs, whose decision shall be final.

# HONORIFIC SCHOLARSHIPS

The University recognizes academic excellence by conferring the following honorific scholarships. These do not entitle the holders to any tuition waiver or discounts.

## UNIVERSITY SCHOLAR

Any undergraduate student who obtains at the end of the semester an absolute minimum weighted average of "1.45" or better, or a graduate student with an absolute minimum weighted average of "1.25" or better is given this honorific scholarship. University Scholars are listed in the President's list of Scholars.

## COLLEGE SCHOLAR

Any undergraduate student who, not being classed as University Scholar, obtains at the end of the semester an absolute minimum weighted average of "1.75" or better, or a graduate student who obtains an absolute minimum weighted average of "1.5" or better is given this honorific scholarship. College Scholars are listed in the Dean's List of Scholars.

In addition to the general weighted average prescribed, a student must:

1. Have taken during the previous semester at least 15 units of academic credit or the normal load prescribed (not less than 8 units in the case of a graduate student); and
2. Have no grade below "3" in any academic or non-academic subject.

Grades of "Inc." must be completed by the end of the semester. (The end of the first semester is the day before the registration for the second semester. The end of the second semester is on the day of the UP General Commencement Exercises.)

The effectivity of the scholarship is for the semester when such weighted average is obtained.



*Parangal para sa mga Mag-aaral 2017*

# GRADUATION WITH HONORS



*107<sup>th</sup> General Commencement Exercises*

Students who complete their courses with the following ABSOLUTE MINIMUM weighted average grade shall be graduated with honors:

<b>Summa cum Laude</b>	1.20
<b>Magna cum Laude</b>	1.45
<b>Cum Laude</b>	1.75

Provided, that all the grades in all subjects prescribed in the curriculum, as well as subjects that qualify as electives, shall be included in the computation of the weighted average grade; provided, further, that in cases where the electives taken are more than required in the program, the following procedure shall be used in selecting the electives to be included in the computation of the weighted average grade:

1. For students who did not shift programs, the required number of electives will be considered in chronological order.
2. For students who shifted from one program to another, the electives to be considered shall be selected according to the following order of priority:

- a. Electives taken in the program where the student is graduating will be selected in chronological order.
- b. Electives taken in the previous program and acceptable as electives in the second program will be selected in chronological order.
- c. Prescribed courses taken in the previous program but qualify as electives in the second program will be selected in chronological order.

Students who are candidates for graduation with honors must have completed in the University at least 75 percent of the total number of academic units or hours for graduation and must have been in residence therein for at least two (2) years immediately prior to graduation.

In the computation of the final average of students who are candidates for graduation with honors, only resident credit shall be included.

Students found guilty of cheating/dishonesty shall be barred from graduating with honors, even if their weighted average is within the requirement for graduation with honors. Provided, further, that students who have been suspended for one (1) year or more due to conduct as defined in the Rules and Regulations on Student Conduct and Discipline; the Revised Rules and Regulations Governing Fraternities, Sororities and other Student Organizations, and the Implementing Rules and Regulations of the Anti-Sexual Harassment Act of 1995 shall be barred from graduating with honors.

Students who are candidates for graduation with honors must have taken during each semester/trimester not less than 15 units of credit or the normal load prescribed in the curriculum, unless the lighter load was due to justifiable causes such as health reasons, the unavailability of courses needed in the curriculum to complete the full load, or the fact that the candidate is a working student.

To justify underloading under the following conditions, the submission of pertinent documents is required:

1. Health reasons - medical certification from the University Health Service
2. Unavailability of courses - certification by the major adviser and copy of schedule of classes
3. Employment - copy of payroll and appointment papers indicating among others duration of employment

It is the responsibility of the student to establish beyond reasonable doubt the veracity of the cause(s) of his/her light loading. It is required, in this connection, that the documents submitted to establish the cause(s) of the light loading must be sworn to. **THESE DOCUMENTS MUST BE SUBMITTED DURING THE SEMESTER OF UNDERLOADING.**

# ACADEMIC INFORMATION



*College of Social Sciences and Philosophy*

## ACADEMIC CALENDAR

The academic year is divided into two semesters of at least 16 weeks each, exclusive of registration and final examination periods. Each semester consists of at least 100 class days. A midyear session of six weeks follows the second semester. Class work in the midyear session is equivalent to class work in one semester. The first semester begins in August, the second semester in January and the midyear term in June.

## SEMESTRAL SYSTEM

All UPD academic units operate under the semestral system, except for the following programs under the trimestral system: the evening Master of Business Administration program and the Master of Science in Finance program (Cesar EA Virata School of Business), Master of Management Program (UPD Extension Program in Pampanga/Olongapo) and the Professional Masters in

Tropical Marine Ecosystems Management program (College of Science).

## CREDIT UNIT

The unit of credit is the semester hour. Most classes taught at the University meet three hours a week; these classes carry 48 clock-hours of instruction and three units of credit. Each unit of credit is at least 16 semester-hours of instruction in the form of lecture, discussion, seminar, tutorial or recitation or in any combination of these forms. Laboratory work, field work or related student activity is credited one unit for at least 32 semester-hours.

## MEDIUM OF INSTRUCTION

English is generally used as the medium of instruction in the University. The UP Language Policy provides for the development and use of the Filipino language while maintaining English

as a global lingua franca. The Policy states that Filipino shall be the medium of instruction in the University at the undergraduate level, within a reasonable time frame or transition period. Graduate courses of study shall be in English, though there could very well be graduate courses of study in which the medium of instruction is Filipino. English shall be maintained as the primary international language in the University to serve as its chief medium of access to the world's intellectual discourse.

### **GENERAL EDUCATION PROGRAM**

The General Education (GE) Program is a set of courses classified under the domains of Arts and Humanities, Social Sciences and Philosophy, and Mathematics, Science and Technology that give students knowledge and competencies to better prepare them for the basic understanding of various ways of knowing. This makes the UP student a well-rounded person ready for lifelong learning skills.

The liberal education thrust of GE aims to mold the UP student to becoming a holistic person, a more independent, creative, and critical thinker; a morally sound and intellectual individual of high integrity, and well able to adapt to the fast-changing pace of today's living.

The GE Program was first adopted in 1958 and underwent several revisions thereafter.

### **ACADEMIC FRAMEWORK**

UPD's academic framework is divided into four clusters under which the various degree granting units are assigned, namely: Arts and Letters, Management and Economics, Science and Technology and Social Sciences and Law.

### **CENTERS OF EXCELLENCE**

On Dec. 23, 2015, the Commission on Higher Education (CHED) identified 137 Centers of Excellence (COE) in public and private institutions of higher learning in the country, 23 of which are at UPD. The Commission defines a COE as demonstrating "excellence in performance in the areas of instruction, research and publication, extension and linkages and institutional qualifications." The CHED is the lead in the Philippine higher education system.

Eight COEs are in the College of Science, namely Biology, Cell and Molecular Biology, Chemistry, Environmental Science, Geology, Marine Science, Mathematics and Physics. Five are in the College of Social Sciences and Philosophy as: Anthropology, Foreign Language, History, Political Science and Psychology.

Three are at the College of Mass Communication, namely Broadcasting, Communication and Journalism.

The remaining disciplines are Chemical Engineering and Geodetic Engineering, both at the College of Engineering; English and Literature (College of Arts and Letters); Library and Information Studies (School of Library and Information Studies); Social Work (College of Social Work and Community Development) and Statistics (School of Statistics).

On Mar. 22, 2016, three more COEs were awarded: Metallurgical Engineering, Electrical Engineering, and Teacher Education.

The designation as a COE is from Jan. 1, 2016 to Dec. 31, 2018 or until sooner terminated, revoked or cancelled.



# THE ACADEMIC UNITS

## ARTS AND LETTERS CLUSTER

Colleges in the Arts and Letters Cluster specialize in various fields in the humanities, each college wholly committed to the task of developing the student's aesthetic and physical capabilities and perfecting his/her craft.



**College of Arts and Letters**  
Pavilion I, Palma Hall, Roxas Ave. • (632) 928-7508 • VoIP: (632) 981-8500 loc. 2102, 2104 to 06 • kal.upd.edu.ph •

kal@upd.edu.ph



**College of Fine Arts**  
Bartlett Hall, E. Jacinto St. • (632) 981-8732 • (632) 920-9910 • VoIP: (632) 981-8500 loc. 3976, 3977 • cfa.upd.edu.ph •

upcfa.bartlett.hall@gmail.com



**College of Human Kinetics**  
Ylanan Hall, Magsaysay Ave. cor. E. Jacinto St. • VoIP: (632) 981-8500 loc. 4136, 4128 • chk.upd.edu.ph • chk@upd.edu.ph

edu.ph



**College of Mass Communication**  
Plaridel Hall, Ylanan St. • VoIP: (632) 981-8500 loc. 2679, 2661 • masscomm.upd.edu.ph •

cmc@upd.edu.ph



**College of Music**  
Abelardo Hall, Osmeña Ave. cor. Ylanan St. • (632) 926-0026 • VoIP: (632) 981-8500 loc. 2629, 2640, 2627 • music.upd.edu.ph •

music@upd.edu.ph

## MANAGEMENT AND ECONOMICS CLUSTER

The Management and Economics Cluster focuses on public policy, economics, business and industry, stressing the value of public planning and development.



**Asian Institute of Tourism**  
Commonwealth Ave. • (632) 922-3894 • VoIP: (632) 981-8500 loc. 2796 to 2800 • ait.upd.edu.ph • daa.ait@upd.edu.ph



### Cesar E.A. Virata School of Business

M. Guerrero St. • (632) 928-4571 to 75 • (632) 920-7990 • VoIP: (632) 981-8500 loc.

3451 to 52 • vsb.upd.edu.ph • cba@up.edu.ph



### National College of Public Administration and Governance

Raul P. de Guzman St. • (632) 928-3861 • (632) 926-1432 • VoIP: (632) 981-8500 loc. 4152 • ncpag.upd.edu.ph • dean\_up\_ncpag@yahoo.com

upd.edu.ph • dean\_up\_ncpag@yahoo.com



### School of Economics

Osmeña Ave. cor. M. Guerrero St. • (632) 927-9686 loc. 200, 202, 203 • (632) 920-5463 • econ.upd.edu.ph •

collegesec@econ.upd.edu.ph or dean@econ.upd.edu.ph



### School of Labor and Industrial Relations

Bonifacio Hall, E. Jacinto St. • (632) 928-6396 • (632) 920-7717 • VoIP: (632) 981-8500

loc. 4069, 4077 • solair.upd.edu.ph • solair@upd.edu.ph



### School of Urban and Regional Planning

E. Jacinto St. • (632) 920-6853 to 54 • (632) 929-1637 • VoIP: (632) 981-8500 loc.

4081, 4082, 4084 • surp.upd.edu.ph • we\_plan\_at\_surp@upd.edu.ph

### Technology Management Center

ASTI (Advanced Science and Technology Institute) Bldg., CP Garcia Ave. • (632) 426-2765 • (632) 426-2767 • VoIP: (632) 981-8500 loc. 3881, 3882 • tmc.upd.edu.ph • tmc@up.edu.ph, uptmcdiliman@yahoo.com

### UPD Extension Program in Pampanga

Bldg. N3687, Ramon Magsaysay Ave. Ext., Clark Freeport Zone, Pampanga, 2009 Philippines • (6345) 599-6037 • (6345) 599-2794 • upepp.upd.edu.ph • upepp@up.edu.ph

### UPD Extension Program in Olongapo

Bldg. Q8131, Rizal Gate, Subic Bay Freeport Zone, Zambales, 2222 Philippines • 6345-599-6037 • (6347) 250-2628 • (63923) 540-1961 • updepo.com • inquiry@updepo.com

## SCIENCE AND TECHNOLOGY CLUSTER

The Science and Technology Cluster is dedicated to the search for scientific truths and applications of advances in various technologies.



### College of Architecture

UPCA Complex, E. Delos Santos St. • (632) 433-2280 • VOIP: (632) 981-8500 loc. 3134, 3135, 3136, 3139 • upca.

upd.edu.ph • uparki@upd.edu.ph



### College of Engineering

Melchor Hall, Osmeña Ave. • (632) 926-0703 (National Engineering Center/NEC), (632) 928-3144 • (632) 920-8860 • VOIP: (632) 981-8500 loc. 3101 to 3104

• coe.upd.edu.ph • upengg@coe.upd.edu.ph



### College of Home Economics

Alonso Hall, Regidor St. • (632) 927-3828 • VOIP: (632) 981-8500 loc. 3401 • che.upd.edu.ph • deanche\_

upd@yahoo.com



### College of Science

National Science Complex • VOIP: (632) 981-8500 loc. 3801, 3802 • science.upd.edu.ph • csadmin@science.upd.

edu.ph



### School of Library and Information Studies

3/F Gonzalez Hall, UP Main Library • VOIP: (632) 981-8500 loc. 2869 to 2871 •

upslis.info • admin@slis.upd.edu.ph



### School of Statistics

Quirino Ave. cor T.M. Kalaw St. • (632) 929-2875 • (632) 928-0881 • VOIP: (632) 981-8500 loc. 3503 • stat.upd.

edu.ph • updstat@yahoo.com, stat@upd.edu.ph



### Archaeological Studies Program

Albert Hall, E. Jacinto cor. Lakandula Sts. • (632) 926-9010 • (632) 426-0368 • VOIP: (632) 981-8500 loc. 2446 •

asp.upd.edu.ph • asp@upd.edu.ph

## SOCIAL SCIENCES AND LAW CLUSTER

The Social Sciences and Law Cluster promotes public interest and emphasizes the strength and importance of social discipline, awareness and involvement.



### Asian Center

GT-Toyota Asian Cultural Center, Magsaysay Ave. cor. Katipunan Ave. • (632) 927-0909 • (632) 920-3535 •

VoIP: (632) 981-8500 loc. 3577, 3580, 3586 • ac.upd.edu.ph • asiancenter@up.edu.ph



### College of Education

Benitez Hall, Roxas Ave. • (632) 920-7815 • (632) 929-9322 • VOIP: (632) 981-8500 loc. 2807 • educ.upd.edu.ph •

educdeansoffice@gmail.com, educsecoffice@gmail.com



### College of Law

Malcolm Hall, Osmeña Ave. • (632) 920-5514 (trunkline) • (632) 927-0518 (Dean's office) • law.upd.edu.ph •

uplawdean@gmail.com, uplawcomplex.hrdrs@gmail.com



### College of Social Sciences and Philosophy

Palma Hall, Roxas Ave. • (632) 926-3486 • VOIP: (632) 981-8500 loc. 2428, 2429 •

web.kssp.upd.edu.ph • tanggapanngdekano@kssp.upd.edu.ph



### College of Social Work and Community Development

Magsaysay Ave. • (632) 929-2477 • (632) 927-2308 • VOIP: (632) 981-8500 loc. 4101 to 4103 • cswcd.upd.edu.ph • cswcd@upd.edu.ph



### Institute of Islamic Studies

Romulo Hall, Magsaysay Ave. cor. E. Ma. Guerrero St. • (632) 929-8286 • VOIP: (632) 981-8500 loc. 3582 to 3585 • iis.

upd.edu.ph • iis@up.edu.ph

## UP NAMING MAHAL

UP naming mahal  
Pamantasang hirang  
Ang tinig namin  
Sana'y inyong dinggin  
Malayong lupain  
Amin mang marating  
Di rin magbabago ang damdamin  
Di rin magbabago ang damdamin

Luntian at pula  
Sagisag magpakailanman  
Ating 'pagdiwang  
Bulwagan ng dangal  
Humayo't itanghal  
Giting at tapang  
Mabuhay ang pag-asa ng bayan  
Mabuhay ang pag-asa ng bayan



## PERSONAL INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cellphone No. \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address \_\_\_\_\_