

# UNIVERSITY OF THE PHILIPPINES DILIMAN

Office of the University Registrar

Diliman, Quezon City 1101

Philippines

## General Information for Undergraduate Foreign / International Applicants

### To the Applicant:

Please read the following information carefully before submitting your application. Unless you qualify under any of the requirements stated below, it will not be advisable for you to apply. **Only correctly filled up application forms with the required supporting documents and the non-refundable application fee of US \$30 and P150 for non-resident and resident foreign applicants, respectively, will be processed.**

## I. FRESHMAN APPLICANTS FROM FOREIGN COUNTRIES

### General Requirements

A foreign OR Filipino applicant who has graduated or is graduating from a secondary school abroad (i.e., international applicant) and has not enrolled in college may be admitted to the freshman class by automatic admission OR by taking the UPCAT if he meets the following requirements: (1) Completion of high school program in the country where s/he had his/her secondary education\*; (2) Qualifying in a college-qualifying national or international foreign-administered examination such as Scholastic Aptitude Test (SAT), OR the General Certificate of Education (GCE) Examination, OR the International Baccalaureate Diploma (IB)

SAT: Redesigned SAT - minimum score of 620 for Math and minimum score of 650 for Evidence-Based Reading and Writing

GCE: 2 ordinary level passes and 3 advanced level passes (effective AY 2018-2019)

International Baccalaureate (IB) Diploma

and (3) in the case of an applicant whose native language or whose medium of instruction in the secondary school is not English, a **minimum score of 500 (paper based) or 173 (computer based) or 61 (Internet Based) in TOEFL or minimum score of 5.5 in IELTS.** For information about TOEFL and IELTS, you may visit their websites at [www.ets.org/toefl](http://www.ets.org/toefl) and [www.ielts.org](http://www.ielts.org).

**Note: A student who takes the UPCAT but does not qualify can no longer be admitted under automatic admission.**

### Filipino High School Graduates from Abroad

A Filipino who graduated from a secondary school abroad applying for freshman admission to the University must satisfy the same requirements as those for foreign students.

### UP College Admission Test

A graduate from high school abroad who fails to satisfy the requirements for automatic admission (i.e., Item 2 under General Requirements) may take the UP College Admission Test (UPCAT). This test is given in August at designated test centers in the Philippines. The UPCAT consists of subtests in language proficiency, reading comprehension, mathematics, and science. The UPCAT is in English & Filipino. Application forms are available two months before the examination.

### Advanced Placement Examination

A qualified freshman applicant who has taken courses at the advanced level will not be given advanced credits for these subjects. However, he may apply to take the Advanced Placement Examination (APE).

Currently, APEs exams are offered for the following subjects:

- College Algebra
- Plane Trigonometry

- Precalculus
- General Chemistry I

Application forms and other information regarding the above mentioned APEs may be obtained from the College Secretary of the College of Science.

### Application for Deferment of Enrollment

A qualified freshman applicant who, for a valid reason, cannot enroll during the semester originally applied for may apply for deferment of enrollment to the succeeding semester by writing to the University Registrar. Such applicant must not have taken any academic college subject prior to enrollment.

## II. TRANSFER STUDENTS FROM OTHER FOREIGN UNIVERSITIES AND COLLEGES

A student with previous college work may transfer to the University subject to the rules indicated below:

- (1) s/he presents grades for all collegiate academic subjects taken outside UP for evaluation\*;
- (2) s/he shall have completed, outside the University, at least 33 academic units equivalent to UP courses;
- (3) s/he meets the general weighted average (GWA) requirement of the program applied for. Depending on the degree program, the GWA requirement can be at least 1.5 or 1.75 or 2.00 for all the collegiate academic units taken outside of UP; University rules prescribe a minimum GWA of 2.00 for transfer admission into any degree program in the University;
- (4) s/he satisfies other admission requirements of the admitting college/unit prescribed for each degree program such as interview, talent test or written or oral examination;
- (5) s/he falls within the quota of the program at the time of application. Applicants shall be ranked according to the criteria set by the admitting program and the cut-off shall be determined by the college/unit based on their quota; and
- (6) s/he will have to complete in the University not less than 50% of the units required in the program which should include **ALL** upper division courses;

To graduate with honors, s/he will have to complete 75% of the required number of units and must be in residence for 2 years.

**\*All these grades should be available by the time of application.**

A College may require a higher weighted average than that prescribed above. The University accepts transferees every first semester of the academic year only.

**A minimum score of 500 (paper based) or 173 (computer based) or 61 (Internet Based) in TOEFL or minimum score of 5.5 in IELTS** is also required of an applicant whose medium of instruction in school/s s/he attended is not English.

If the applicant is transferring from another Philippine school, s/he should secure a permit to transfer from the Commission on Higher Education (CHED).

\* Includes completion of one- or two-year pre-university education in a country where such is a prerequisite for admission to a bachelor's degree program.

**Advanced Credits**

An undergraduate transfer student must validate all subjects he/she is offering for advanced credits at the rate of at least 18 units a semester within three semesters from the date of his/her admission. His/her admission will be on probation basis until s/he shall have validated or repeated, in accordance with this rule on validation of courses, all subjects taken outside UP which are required for his/her program. The student will not be allowed to enroll in a subject the prerequisites of which, taken elsewhere, have not yet been validated, or repeated, as the case may be.

**III. REQUIREMENTS TO BE SUBMITTED**

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

1. accomplished **Undergraduate Admission Application** (UP Form No. 3.1)
2. a non-refundable application fee of P150 for resident foreign students and US\$30 for non-resident foreign students in money order, cashier’s or manager’s check payable to the University of the Philippines
3. official transcript of records from each high school and college attended and official examination certificates, if any – one (1) Official Transcript of Records and three (3) photocopies.

For evaluation purposes, photocopies of records may be accepted provided they are properly authenticated by the school or by the Department of Education or by duly designated authorities in the country of the applicant. Final admission will be subject to verification of documents submitted against original copies of credentials. **Certified English translations should also be submitted, when necessary.**

**Applications accompanied by photocopies of academic records not properly authenticated will not be processed.**

4. official **TOEFL/IELTS** results (if English is not the medium of Instruction in previous University)

**Note: Other additional and special admission requirements may be imposed by the University and the head of the College/unit or Graduate Office/Committee concerned.**

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

**Deadline for Filing of Applications**

To have ample time to secure his/her student visa and make necessary arrangements if accepted for admission, a foreign applicant is urged to file his/her application for admission at least four months prior to registration of the semester applied for - i.e., not later than **April 15** of each year for first semester admission.

**Note: No Second Semester Admission.**

**IV. IMMIGRATION REQUIREMENTS FOR FOREIGN STUDENTS**

A foreign student may be allowed to enroll if he/she has any of the following types of visa:

1. 9 (f) – student visa
2. 9 (e) , 9 (e-1) or 9 (e-2) – foreign government official or dependent
3. 47(a) (2) - exchange fellow or scholar sponsored by an international organization
4. 9 (g) – pre-arranged employment (working visa / missionary)
5. PD 218 – foreign investor

6. 9 (d) – treaty trader
7. 13, 13(a) to 13(g) – permanent resident
8. SRRV – Special Resident Retiree Visa
9. SIRV – Special Investor Resident Visa

Visas other than student visa may be applied for at the Philippine Consulate/Embassy in the student’s home country.

**V. FINANCIAL INFORMATION**

**Fees\***

Non-Filipinos pay a non-refundable application fee of US\$30 or its equivalent in Philippine pesos for non-resident foreign applicants or P150 for resident foreign applicants. The matriculation fee (i.e., tuition, miscellaneous, and student fund) for undergraduates is about **P27,500** a semester for seventeen (17) non-laboratory units. Laboratory fees range from **P100 to P1,800** per laboratory subject. To this amount should be added **P100** deposit and **P30** entrance fee.

All fees are subject to change upon approval of the Board of Regents.

**Educational Development Fee**

All undergraduate foreign students shall be charged the Education Development Fee (EDF) according to the following schedule:

	Non-Resident Aliens	Resident Aliens
Per semester	US\$300	US\$150
Per summer	US\$120	US\$60

**Estimated Personal Expenses\*\* (Subject to change)**

	One Year (Two Semesters)
Lodging*** (10 months) International Center (800-1500/mo.) + Electric Appliances (500/mo.)	P13,000 - 20,000
Board (P2,500/mo. for 10 months)	25,000
School Related Materials & Equipment Rental (P1000/mo. for 10 months)	10,000
Personal allowances (P5000/mo. for 10 months)	50,000
Laundry (P500-700/mo. for 10 months)	5,000 - 7,000
<b>Total</b>	<b>P 103,000 - 112,000</b>

(This does not include travel, clothing, and other incidental expenses). For detailed information, please contact the Office of Student Housing at (632) 981-85-00 local 4510/4524.

**Financial Assistance**

*Scholarships, Fellowships, and other Study Grants.* A number of scholarships and study grants are also offered by the government and private companies or individuals. Most are intended for the financially-needy student, while some are awarded in recognition of outstanding academic performance. For details of these government and private scholarships, write to the Office of Scholarships and Student Services, Vinzons Hall, University of the Philippines Diliman, Quezon City 1101, Philippines. You may also e-mail them at [updscholarships@gmail.com](mailto:updscholarships@gmail.com).

\* Under government regulations, the University can accept for the payment of fees only cash, postal money orders, cablegrams or telegraphic transfer, certified cashier’s checks, and manager’s check. Personal checks are not acceptable.  
 \*\* Expenses might go higher depending on the prevailing economic conditions and on the lifestyle of students.  
 \*\*\* Private boarding houses may charge P3,000 to P7,000 a month.

*USVA Educational Assistance Program.* The University of the Philippines is a USVA-approved institution. Enrolled US veterans or their children entitled under chapter 34 or 35, Title 38, United States Code receive educational assistance allowance from the US government, the amount to be determined by USVA, provided they carry at least fourteen (14) units a semester.

*Loans.* Student loans are granted by the University for tuition fees or part thereof. Application must be made with the Student Loan Board, Office of Scholarships and Student Services.

*Student Assistantships.* Open to all undergraduate students subject to approved rules and rates.

## **VI. OTHER IMPORTANT INFORMATION**

### **General Education Program**

The General Education Program is a mix of subjects in the Arts and Humanities, Social Sciences and Philosophy, and Mathematics, Science and Technology domains that gives students knowledge and competencies that will 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.

### **Academic Year**

The Academic Year is divided into two (2) semesters of at least sixteen (16) weeks each, exclusive of registration and final examination periods. Each semester shall consist of at least one hundred (100) class days. A summer session of six (6) weeks follows the second semester. Class work in the summer session is equivalent to class work in one (1) semester.

The first semester begins in August, the second semester in January, and the midyear term in June.

All academic units of UP Diliman operate under the semestral system, except for the evening Master of Business Administration program and the Master of Science in Finance program of the Cesar EA Virata School of Business, Master of Management of the UP Diliman Extension Program in Pampanga/Olongapo, and Professional Masters in Tropical Marine Ecosystems Management program of the College of Science which are under the trimestral system.

### **Mediums of Instruction**

Filipino and English are used as mediums of instruction.

### **Living Accommodations**

Living accommodations for students are provided in the University's residence halls or in approved privately-owned housing units. In the Diliman campus there are thirteen (13) residence halls: two for men, five for women and six -co-educational. The residence hall for sophomore and senior men is Centennial Dormitory. (1) The residence halls for women are Ilang-Ilang, Kamia, Sampaguita, Sanggumay and Centennial Dormitory. (2) The co-educational residence halls are Acacia for Freshmen, Upperclass students and faculty; International Center for foreign students and a limited number of Filipino students; Kalayaan for freshmen; Ipil for graduate students; Molave for sophomores; Yakal for upperclass students and Kamagong Residence Hall for graduate students and junior faculty.

Early application is important in obtaining residence hall space. Immediately upon receipt of the notification of admission, a student

desiring to stay in a residence hall should file an application for admission in a residence hall.

For detailed information, please contact the Office of Student Housing at (632) 981-85-00 local 4510/4524.

### **About the Philippines**

#### *Climate*

The climate in the Philippines is tropical and generally pleasant. There are two seasons: the rainy season from June to October and dry season from November to May.

#### *Currency\**

The monetary unit is the peso. The conversion rate of the US dollar depends upon the conversion rate of the Central Bank at the time of enrollment.

## **VII. ADMISSION OF NON-REGULAR STUDENTS**

### **1. Non-Degree Students**

A degree holder or undergraduate student who is not currently enrolled in any other institution of higher learning may be allowed to take, for credit, courses on the graduate and/or undergraduate level, respectively, provided that s/he satisfies the appropriate requirements for admission to the University. S/he shall not be allowed to enroll for more than one semester, except by permission of the Dean of the College concerned and the University Registrar.

### **2. Special Students**

A mature student, even if s/he does not fully satisfy the entrance requirements, may be admitted as a special student and may enroll for such subjects which in the opinion of the instructor and the Dean, s/he has the necessary information and ability to pursue profitably. S/He shall not be allowed to enroll for more than 9 units a semester or to register for more than two years, except by special permission of the Dean. Subjects taken shall be non-credit although his work may be reported at the end of each semester as "satisfactory" or "unsatisfactory."

### **3. Cross-Registration**

A student registered in another collegiate institution and who wishes to cross-register in UP must present a written permit from his/her Dean, Director, or Registrar. The permit shall state the total number of units for which the student may be registered and the subjects that s/he is authorized to take in the University.

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\* Due to prevailing economic conditions, the exchange rate is floating.

## UNDERGRADUATE DEGREE PROGRAMS

(Unless otherwise indicated in parenthesis, an undergraduate degree is ordinarily earned after four years of studies)

### U.P. DILIMAN

BA	Anthropology	BA	History
BS	Applied Physics	BS	Home Economics
BS	Architecture <sup>a</sup>	BS	Hotel, Restaurant & Institution Management
BA	Art Studies <sup>b</sup>	BS	Industrial Engineering
BS	Biology	BS	Interior Design
BA	Broadcast Media Arts & Studies	BA	Journalism
BS	Business Administration	B	Landscape Architecture
BS	Business Administration & Accountancy	B	Library & Information Science
BS	Business Economics	BA	Linguistics
BS	Chemical Engineering	BA	Malikhaing Pagsulat sa Filipino
BS	Chemistry	BS	Materials Engineering
BS	Civil Engineering	BS	Mathematics
BS	Clothing Technology	BS	Mechanical Engineering
BA	Communication Research	BS	Metallurgical Engineering
BS	Community Development	BS	Mining Engineering
BS	Community Nutrition	BS	Molecular Biology & Biotechnology
BA	Comparative Literature <sup>c</sup>	B	Music <sup>h</sup>
BS	Computer Engineering	BA	Philippine Studies
BS	Computer Science	BA	Philosophy
BA	Creative Writing	B	Physical Education
BS	Economics	BS	Physics
BS	Electrical Engineering	BA	Political Science
BS	Electronics Engineering	BA	Psychology
B	Elementary Education <sup>d</sup>	BS	Psychology
BA	English Studies <sup>e</sup>	B	Public Administration
BA	European Languages <sup>f</sup>	B	Secondary Education <sup>g</sup>
BS	Family Life & Child Development	BS	Social Work
BA	Filipino at Panitikan ng Pilipinas	BA	Sociology
BA	Film	BA	Speech Communication
B	Fine Arts <sup>g</sup>	B	Sports Science
BS	Food Technology	BS	Statistics
BS	Geodetic Engineering	BA	Theatre Arts
BS	Geography	BS	Tourism
BS	Geology		

**Note: Applicants to B Fine Arts and B Music are required to take a talent test. Application to these programs should be made directly to the colleges concerned.**

#### *U.P. Extension Program in Pampanga<sup>j</sup>*

Bachelor of Arts (Applied Psychology)  
 Bachelor of Arts (Business Economics)  
 Bachelor of Science in Business Management

#### **College of Fine Arts**

Associate in Arts (Fine Arts) (Industrial Design)  
 Associate in Arts (Fine Arts) (Visual Communication)  
 Associate in Arts (Fine Arts) (Studio Arts)

#### **College of Music**

Associate in Arts (Music)

#### **College of Human Kinetics**

Associate in Arts (Sports Studies)

#### **College of Arts and Letters**

Associate in Arts (Malikhaing Pagsulat sa Filipino)  
 Associate in Arts (Theatre)

#### **ASSOCIATE IN ARTS (AA) PROGRAMS**

Applicants must comply with the admission requirements of the college and pass the Admission Test administered by the college. This may be in the form of an Audition / Talent test / Written / Practical test & Interview.

<sup>a</sup> This is a ladder-type curriculum wherein the student earns a Certificate in Building Technology after three (3) years and the BS in Architecture degree after two(2) years for a total of five (5) years.

<sup>b</sup> This program has the following specializations: Art History; Interdisciplinary; and Philippine Art.

<sup>c</sup> This program has the following specializations: Asian Literature; European Literature; and Philippine Literature in English and in English Translation.

<sup>d</sup> This program has the following majors: Art Education; Communication Art-English; Mathematics; Science and Health; Special Education; and Teaching in the Early Grades (K-2); and Social Studies.

<sup>e</sup> This program has the following specializations: Language and Literature.

<sup>f</sup> Major in European Language: (French/German/Italian/Spanish) minor in another European Language: (French/German/ Italian/Portuguese/Russian/Spanish)

<sup>g</sup> This program has the following specializations: Art Education; Art History; Industrial Design; Painting; Sculpture; and Visual Communication.

<sup>h</sup> This program has the following majors: Composition; Conducting; (Band; Choral, Orchestral); Instrument (Strings, Wind and Percussion); Music Education; Musicology; Voice; Dance; and Piano.

<sup>i</sup> This program has the following majors: Art Education; Biology; Chemistry; Communication Arts-English; Communication Arts-Filipino; Health Education; Mathematics; Physics; Social Studies; Double Major; Special Education; and Biology/Chemistry.

<sup>j</sup> Application for admission must be filed directly at U.P. Extension Program in Pampanga

