




18 March 2025

OUR Memorandum No. RQB 2025-03

To: College Secretaries and Heads of Academic Units with Undergraduate Programs

Through: The Deans

From: 
ROWENA QUINTO-BAILON, PhD
University Registrar

Subject: Admission Requirements for Shiftees (S1 & S2) and Transferees from other UP Units (T1),
Transferees from other Schools (T2), and Application deadlines

Please review the attached last year's admission requirements of your respective degree programs for shiftees within UP Diliman (S1 & S2), transferees from other UP units (T1), and transferees from other schools (T2) including second degree applicants.

For this year's application deadlines and requirements, please indicate in the attached file the necessary updates. For T2 applicants, however, please note that the application period will be the entire month of June 2025 (June 1 to 30).

The information you will give us will be posted on the OUR website (our.upd.edu.ph) for potential applicants.

With your assistance, we hope to provide accurate information to the public.

Please return the updated document not later than 15 April 2025 through this [link](#).

Again, please be reminded that T1 and T2 applicants are subject to availability of slots. Should you have any questions, please feel free to contact the Admissions Section of the OUR at local 4556.

Thank you very much.