**APPLICATION FOR ADMISSION**

2x2 picture

**Supp.Educ. Units Masteral Doctoral**

**Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Name(Family name, First Name, Middle Name) | | | | | Date | | |
| Home Address (permanent address) | | | | | Tel. No. (Optional) | | |
| Address in Thailand | | | | | Mobile No. | | |
| Email Address | | | | | Facebook Account | | |
| Date of Birth | | | Place of Birth | Civil Status | If Married woman: Write maiden name: | | |
| Passport No. | | | | Type of Visa | E Mail Address | | |
| Current Employer or  School Name | | | | | Position | | |
| School Address | | | | | Business Phone | | |
| **EDUCATION** | | | | | | | |
| **LEVEL** | **University Name** | | | | **YEAR**  **GRADUATED** | | **DEGREE/HONORS RECEIVED** |
| COLLEGE  Baccalaureate Degree | School Name:  School Address: | | | |  | |  |
| High School |  | | | |  | |  |
| Elementary |  | | | |  | |  |
| GRADUATE or Post Graduate |  | | | |  | |  |
| **EMPLOYMENT/PROFESSIONAL (List most recent experiences first)** | | | | | | | |
| INCLUSIVE DATES (last 3 schools taught) | | COMPANY/SCHOOL NAME | | | | LAST POSITION HELD | |
|  | |  | | | |  | |
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| **Do you supervise any employees? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ How many? \_\_\_\_\_\_\_\_\_\_\_\_\_**  **What particular department or unit?**  **How many years have you been in a supervisory position? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **What was the most number of people you have supervised? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | |
| **DESCRIBE YOUR CURRENT JOB** (Daily routine, important responsibilities, strategic concerns, decision making etc.) | | | | | | | |
| **WHAT ARE YOUR EXPERIENCES IN DOING RESEARCH?** | | | | | | | |
| **WHAT ARE YOUR EXPECTATIONS OF THE COURSE YOU ARE TAKING? Describe briefly** | | | | | | | |
| **Permission or acknowledgment from your employer:**  I am the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of Mr./Ms./Mrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  (Employer, coordinator/principal) (name of student-teacher)  *I am informed that he/she is going to enroll at the University of Perpetual Help with the course/degree…………………………………………………………………., and that I*  *\_\_\_\_\_\_\_ allow \_\_\_\_\_\_\_ NOT allow*  *her/him to take the course mentioned above.*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name of employer/coordinator/principal Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| **For the Admissions Officer: Date of Admission:\_\_\_\_\_\_\_\_\_**  **\_\_\_Semester SY 20\_\_\_-20\_\_\_**  **Admission Credential(s) Submitted \_\_\_Summer SY 20\_\_\_-20\_\_\_**    **For Transnational B.A Educ. Students: For Students Abroad (PTC, M.A., Ph.D.)**  Form 138 (Original Report Card) Transfer Credential if transferee  Certificate of Good Moral Character copy of passport front page  National Career Assessment Examination Result (photocopy) Copy of TOR  Birth Certificate (NSO Certified) Original TOR with remarks “for UPHSD”  “for evaluation”, “for further studies”  Latest 2x2 photo (3 pcs) Latest 2x2 photo (3pcs)  Marriage Contract (For Female Students only) Birth Certificate (NSO Certified)  ISHIHARA Result (For Maritime Students) Marriage Contract (For Female Students)  AUDIOMETRIC Result (For Maritime Students)  Letter of recommendation from Head(optional)  Admission Exam  □ For foreigners, validation from their embassy        **PROMISORY NOTE**  **Date of Submission of Lacking Requirements:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **NOTE:1. Failure on my part to submit the required documents on the date Indicated shall render my enrollment null and void.**  **Any misrepresentation or failure to disclose information shall be a ground for disciplinary action.**  **2. I understand that there is a difference in the school fees for students studying abroad under ERC Thailand and UPHSD**  **Las Pinas Campus, Manila, and I take the full obligation to settle the prescribed fees agreed before enrollment.** | | | | | | | |
| **POLICY ON DROPPING AND CHANGING**  **1. DROPPING AND CHANGING SUBJECTS IS DONE ONLY A WEEK AFTER THE OFFICIAL ENROLLMENT IS DONE.**  **2. IF A STUDENT OPTS TO DROP AFTER THE SCHEDULE IN NO.1, HE OR SHE WILL STILL HAVE TO PAY THE FULL TUITION FEE FOR THAT SEMESTER.** | | | | | | | |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Students’ Signature Over Printed Name ADMISSION’S Officer**  **PLEASE PRINT, FILL IT UP, SIGN, SCAN AND SEND IT TO: teszar.uphsd@gmail.com** | | | | | | | |