



## **ADMISSION PROCESS**

- **INQUIRY – PR OFFICE**
- **FILL OUR ADMISSION FORMS**
- **SUBMIT REQUIREMENTS TOGETHER WITH FILLED UP ADMISSION FORMS**
- **PR PERSONNEL ATTACHES REQUIREMENTS TO THE ADMISSION FORMS**
- **APPLICANT PAYS THE ASSESSMENT EXAM**
- **APPLICANT TAKE THE ASSESSMENT EXAM ADMINISTERED BY GUIDANCE COUNCILLOR**
- **APPLICANT WILL UNDERGO INTERVIEW WITH THE DEPUTY PRINCIPAL OR COLLEGE DEAN REGARDING THE RESULT OF THE EXAM**
- **ENROLLMENT**



## **BASIC EDUCATION ADMISSION REQUIREMENT**

### **REQUIREMENTS FOR ADMISSION PROCESSING**

- **CLEAR PHOTOCOPY OF BIRTH CERTIFICATE**
- **2 PCS. 2X2 PICTURES**
- **PHOTOCOPY OF REPORT CARD OR TRANSCRIPT OF RECORDS**

### **REQUIREMENTS FOR REGISTRATION**

- **2X2 PICTURE (2PCS)**
- **ORIGINAL COPY OF REPORT CARD**
- **PHOTOCOPY OF THE NSO BIRTH CERTIFICATE**
- **MEDICAL CERTIFICATE**

### **GRADE 1 – 10**

- **CERTIFICATE OF GOOD MORAL CHARACTER**
- **RECOMMENDATION LETTER**

### **GRADE 11 – 12**

- **JHS CERTIFICATE OF COMPLETION/ATTENDANCE**

**NON-FILIPINO APPLICANTS MUST SUBMIT A CLEAR PHOTOCOPY OF APPLICANT'S PASSPORT, PARENTS' PICTURES, SPECIAL STUDY PERMIT (SSP)/ ALIEN CERTIFICATES OF REGISTRATION (ACR) OR ANY OTHER TYPE OF VALID VISA AND ALL SCHOOL RECORDS SHOULD BE AUTHENTICATED BY THE EMBASSY AND RED RIBBON BY DFA.**

## **COLLEGE ADMISSION REQUIREMENT**

### **REQUIREMENTS FOR ADMISSION**

- **PHOTOCOPY OF BIRTH CERTIFICATE**
- **4 PCS. 2X2 ID PICTURE**
- **LATEST COPY OF HIGH SCHOOL REPORT CARD**
- **COPY OF TRANSCRIPT OF RECORDS (FOR TRANSFEREES)**

**FOR FINANCIAL ASSISTANCE: ENTRY LEVEL DISCOUNTS ARE AVAILABLE FOR GRADE 7, GRADE 11 AND FIRST YEAR COLLEGE STUDENTS. THE DISCOUNT WILL BE BASED ON THE RANK IN THE GRADUATING BATCH AND/OR THE GENERAL WEIGHTED AVERAGE (GWA).**