



UNIVERSITY OF THE PHILIPPINES DILIMAN (UPD)
COLLEGE OF SOCIAL SCIENCES AND PHILOSOPHY
Office of the College Secretary
Tel. Nos. 981-8500 loc. 2428 or 2430

2x2 picture
Or
Passport size

*APPLICATION FORMS WITH ERASURES, ALTERATIONS AND TAMPERING
WILL NOT BE ACCEPTED/PROCESSED

Application for Admission to CSSP as (Pls. Check the appropriate box)
1. Name
2. Student No.
3. Contact no/s:
4. Email address
5. Home Address:
6. Date of birth:
7. Place of birth:
8. Age:
9. Current College or UP Unit:
10. Semester/ Year accepted:
11. Current Program:
12. Program applied for:
13. Scholarship and Privileges:

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

PRINTED NAME OF APPLICANT SIGNATURE OF APPLICANT DATE SIGNED

DO NOT WRITE ON THIS PORTION (FOR COLLEGE SECRETARY OF CSSP):

Total number of units earned/passed by the applicant:
General Weighted Average (GWA):
Curriculum Weighted Average (CWA):

DECISION:

/ / Not Accepted
/ / Referred to the Department of for evaluation

College Secretary Date

FOR THE DECISION OF THE DEPARTMENT CONCERNED

/ / Accepted and Conditions set that should be complied with
/ / Waitlisted
/ / Not accepted in the program. Reason/s for not accepting

Department Chair Date

FOR THE PERSON IN CHARGE OF ACCEPTING THE APPLICATION

Application for Transfer Reference Number:
Application Fee: PhP20.00
Less Higher Education Subsidy: PhP20.00
Total amount due: PhP0.00
Date of filing/submission of application
Person who received the application

CONDITIONS AND REQUIREMENTS FOR SHIFTING AND TRANSFERRING TO CSSP

1. The applicant must have **earned/passed 30 units or more** from his/her mother unit and must have a **GWA of 2.0 or better** or as specified by the program applied to.
2. The applicant must submit from his/her previous college a **ORIGINAL TRUE COPY OF GRADES** duly signed by the College Secretary.
3. The applicant must pay a **P20.00** (non-refundable) filing fee before filing/submitting his/her application, **if not eligible for free tuition**.
4. **If accepted**, a Transfer 1 or Shiftee 2 applicant must submit the following:
 - a. **CERTIFICATION OF NON-CONTRACT** from his/her previous College stating that he/she is allowed to transfer to any other College or UP unit.
 - b. **PERMIT TO TRANSFER** duly certified by the College Secretary of his/her previous College
 - c. **CLEARANCE** from his/her previous College
 - d. **Birth Certificate (PSA issued)** original and photocopy.
5. The department will notify the applicants regarding the results of their application.
6. An accepted student MUST personally confirm that he/she will enroll in the degree program where he/she is accepted, otherwise, his/her slot will be given or allotted to other eligible applicants. Confirmation period is from _____.

I certify that I have read and understood the above conditions and requirements. I hereby affirm that all information supplied herein is complete and accurate. Withholding or giving false information will make me ineligible for admission or subject to dismissal. If admitted, I agree to abide by the policies, rules and regulations of the University of the Philippines.

By completing this form, I grant consent and recognize UP's authority to process my personal data.

Signature of Applicant

Date Signed

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RECEIVING COPY FOR APPLICANT FOR SHIFTING/TRANSFERRING

Date of filing /submission of application _____

Person who received the application _____

(Please keep this for reference)