To be accomplished in three copies

UNIVERSITY OF THE PHILIPPINES MANILA

Padre Faura, Manila

**Application for Enrollment Privileges**

**For Non-Earning Dependent of U.P. Personnel**

\_\_\_\_\_\_\_\_ Semester, Summer AY\_\_\_\_\_\_\_\_

NOTE: The deadline for submission is the day before the first day of regular registration for each semester or summer

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| Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ College:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   1. I hereby certify that the above mentioned student is my son/daughter/spouse at present is not employed or has no other   means of income.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Printed name of U.P. Personnel Designation  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature Office and Unit |

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| B. 1. For Currently Employed Personnel (To be accomplished by HRDO)  This is to certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is a ( ) regular fulltime personnel ( ) regular part time faculty  and has rendered an aggregate service in the University of not less that five(5)years with the following status:  [ ] not on leave [ ] on vacation leave without pay [ ] on sick leave [ ] on secondment to another gov’t agency or  [ ] on vacation leave with pay outside the country on academic assignment  [ ] on vacation leave without pay [ ] on sabbatical  2. For U.P. Retirees and other Personnel    This is to certify that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was already separated from the service in the  University due to ( ) compulsory retirement ( ) optional retirement ( ) disability on  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with an aggregate service in the University of not less than ten(10)  years.  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Chief, Human Resource Development Office |

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| C. (To be filled up by the student)  Grades obtained during the Last Enrollment  \_\_\_\_\_\_\_\_\_\_Semester/Summer, AY \_\_\_\_\_\_\_\_\_\_\_  SUBJECT GRADE UNIT  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  Indicate all subjects enrolled in as of the last date  of late resignation. | D. (To be accomplished by the Registrar’s Office)  Recommending Approval with appropriate entitlement as indicated:  [ ] 100% discount on tuition, miscellaneous and lab fees  [ ] 50% discount on tuition, miscellaneous and lab fees  [ ] not entitled to any discount  \_\_\_\_\_\_\_\_\_\_\_\_  Date Approved:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  University Registrar |