

UNIVERSITY OF THE PHILIPPINES VISAYAS
Graduate Program Office

Ground Floor, Graduate and Continuing Education Building
General Luna Street, 5000 Iloilo City, Philippines
Telefax. (63-33) 337-7982 e-mail: *upvgpo@yahoo.com*

Attach
2 x 2
picture

APPLICATION FOR ADMISSION

Date

Sir/ Madam:

I would like to apply for admission as a *part-time/full-time student* (encircle) in the graduate program offered by UP Visayas (please check appropriate box).

- | | |
|---|---|
| <input type="checkbox"/> Master of Management (MM)
(non-thesis program) | <input type="checkbox"/> Ph.D. Fisheries |
| <input type="checkbox"/> Business Management | <input type="checkbox"/> Master of Science in Fisheries (MSF)* |
| <input type="checkbox"/> Public Management | <input type="checkbox"/> Aquaculture |
| <input type="checkbox"/> Diploma in Urban and Regional Planning
(DURP) | <input type="checkbox"/> Fisheries Biology |
| <input type="checkbox"/> Master of Education (MEd),
(non-thesis program with Plans A & B) | <input type="checkbox"/> Fish Processing Technology |
| <input type="checkbox"/> Biology | <input type="checkbox"/> Master of Science in Ocean
Sciences (MSOS)* |
| <input type="checkbox"/> English as a Second Language | <input type="checkbox"/> Master of Marine Affairs (MMA)
(non-thesis program) |
| <input type="checkbox"/> Filipino | <input type="checkbox"/> Master of Aquaculture (MAq)
(non-thesis program) |
| <input type="checkbox"/> Guidance | <input type="checkbox"/> Non-degree student |
| <input type="checkbox"/> Mathematics | <input type="checkbox"/> Special Student |
| <input type="checkbox"/> Physics | |
| <input type="checkbox"/> Reading | |
| <input type="checkbox"/> Social Studies | |
| <input type="checkbox"/> Master of Chemistry (MChem)
(non-thesis program with Plans A & B) | |
| <input type="checkbox"/> Master of Science in Biology* | |

* with thesis program

I am enclosing my application fee of Two Hundred Fifty Pesos (P250.00) only. Also attached are the other requirements for admission:

- a) Two (2) copies of accomplished application forms and information sheet (three (3) copies for College of Fisheries and Ocean Sciences programs);
- b) Two (2) letters of recommendation from former professors and/or immediate supervisors in major area of study (use attached forms);
- c) One (1) original and two (2) photocopies of undergraduate transcript of records (with post-baccalaureate and graduate, if applicable);
- d) Certificate of Honorable Dismissal/Certificate of Transfer Credential/Certificate of Transfer Eligibility from the latest school attended;
- e) One (1) original copy of birth certificate from the National Statistics Office;
- f) One (1) original copy of marriage contract from the National Statistics Office (for married female applicant only);
- g) Official Test of English as a Foreign Language (TOEFL) results with minimum score of 500 for foreign students from countries where English is not the medium of instruction; and
- h) Other requirements set by the College.

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Truly yours,

Signature of Applicant

PRINTED NAME

Return Address:

Email address:

Tel. No. _____
Fax No. _____
Cell No. _____

Information Sheet
(Please type or print legibly)

I. Personal Data

1. Name _____

First
Middle
Last
2. Date of Birth _____
3. Permanent Address _____
4. Mailing Address _____
5. Telephone No. _____ Fax No. _____ E-Mail _____
6. Civil Status _____ Sex _____
7. Citizenship _____ No. of Dependents _____
8. For citizens of other country only. Please indicate means of support for the duration of your stay in the Philippines.

- Government Scholar
 Others, please specify _____
 Self-supporting

II. Educational Attainment

Secondary Schools Colleges & Graduate Schools Attended	Inclusive Date of Attendance	Highest Degree	Date Conferred

III. Academic Honors, Awards, Scholarships

Awards	Institution Conferring Award	Date Conferred

IV. Work Experience (start from the latest position). You may use additional sheet(s) if necessary.

Position	Employer/ Institution	Date From To	Brief Description of Duties

V. Professional and Civil Service Examination Taken

Title of Examination	Date Taken	Rating

VI. Professional Articles Published

Title of Publication and Where Published	Date Published

VII. Professional and Community Organization

Organization	Nature of Organization	Position Held	Inclusive Dates

VIII. Statement of Thesis/Dissertation topic of interest (where applicable)

IX. List down below the names and addresses of your present employer and/or previous employer or professors whom you have asked to fill out the Personal Recommendation Form, to be mailed separately to the School. Please note that it is your responsibility to check with the referee to assure prompt submission of the recommendations.

Name_____	Name_____
Position_____	Position_____
Address_____	Address_____
_____	_____

I hereby certify that the information given above are true to the best of my knowledge. It is understood that upon my admission to the University of the Philippines in the Visayas (UPV), I shall be governed by the rules and regulations of UPV and the University of the Philippines System.

Date

Signature of Applicant



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CONFIDENTIAL REFERENCE LETTER

- Reference letters are to be placed in an envelope, endorsed across the back seal, and returned to the applicant or mailed by the Referee to: *The Director, Graduate Program Office, University of the Philippines Visayas, General Luna Street, 5000 Iloilo City, Philippines.* Applicants are not to open the envelope.
- The person whose name appears below has applied for admission to the Graduate Program. Your assessment of his/her personal qualification will be most helpful in our consideration of his/her application. This recommendation will be considered strictly confidential. If additional space is needed, please use additional sheets.

1. Name of Applicant _____
2. How long have you known the applicant? _____
3. In what capacity have you known the applicant? _____
4. Do you believe that the applicant is prepared for graduate work? _____
5. What do you think are the strengths and weaknesses of the applicant? _____
6. How would you rate him/her on the following scale?

	Excellent	Very Good	Good	Average	Poor
Intellectual Ability					
Diligence					
Leadership					
Administrative Ability					
Cooperation					
Dependability					
Integrity					
Ability to express himself orally					
Ability to express himself in writing					

7. What other information could you provide about the applicant? _____

Signature _____ Position _____
 Name in Print _____ Organization _____
 Address _____
