

基立學院 JUBILEE CHRISTIAN ACADEMY

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DATE : NOVEMBER 27, 2020

TO : PARENTS / GUARDIANS OF G12

FROM : MS. MARY JANE T. AKMAD
DIRECTOR, CHRISTIAN FORMATION DEPARTMENT

SUBJECT : ADVISORY ON UNIVERSITY ADMISSION APPLICATION
DE LA SALLE UNIVERSITY (DLSU)

Greetings!

Please be informed of the following admission application updates and procedure for DLSU.

GENERAL GUIDELINES

Freshman applicants for AY 2021-2022 will not be required to take the DLSU College Admission Test (DCAT). Admission to the program will be based on applicant's high school academic records and other criteria such as recommendations provided by Subject Teachers/Guidance Counselors/High School Principals, class rank and on all other information indicated on the application form.

Applicants who wish to submit international credentials such as SAT, IB Diploma, AP, etc. may wish to do so for both admission to the program and for crediting purposes. The complete information on admission using international credentials is accessible [here](#).

ELIGIBILITY

An applicant must be any one of the following:

1. A Grade 12 student expected to graduate at the end of Academic Year 2020-2021;
2. Scholastic Aptitude Test (SAT) result holder, **AP result holder**, IB Diploma/IB Certificate holder or A Level certificate holder who has met the **DLSU criteria**. All results and certificates will be subject to evaluation.

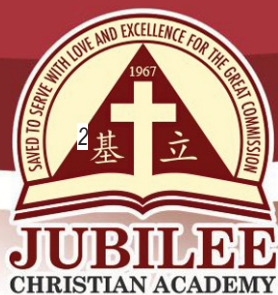
IMPORTANT DATES

PROCESS	DATES
Application Period	23 November 2020 – 15 February 2021
Release of Application Results	3rd week of April 2021

APPLICATION PROCEDURES

1. **Complete the Application process via the [Online Application Facility](#).**
 - 1.1. Registration: Create an Account using a valid email address to register
 - 1.2. Upload all Application Documentary Requirements.

Note: Please allot reasonable lead time to secure the following requirements/documents and to prepare a clear scanned copy of each (in JPEG or PDF format) in time for the application process deadline.



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1.2.1. High School ID card with photo or Equivalent valid ID with photo

1.2.2. Colored passport-size photo taken within 6 months, in white background, with neutral facial expression; must not be wearing eyeglasses or color contact lenses, and with ears exposed if religious customs do not prohibit

1.2.3. Academic Record

Status	Required Documents
1. Grade 12 student expected to graduate at the end of Academic Year 2020-2021	<ul style="list-style-type: none"> • Secondary Scholastic Records (DLSU Format) • Complete Grade 11 Report Cards or Transcript of Records (Form 137) <p>Note: High School Graduates with 1st and 2nd Semester Report Cards must ensure that both Report Cards are signed by the designated signatories.</p>

1.2.4 Certification of Membership in Honors Class during Grade 12 (if applicable)

1.2.5 The following requirements are only **APPLICABLE** if the applicant belongs to the Top 10 of the Batch during Grade 9, 10 and/or 11:

1.2.5.1 Certification of Batch Rank/Total No. of Students in the Batch (Grades 9,10 and/or 11) Sample formats for certifications access [here](#).

1.2.5.2 Certification of Awards/Honors/Recognition Received (Grades 9, 10 and/or 11), if any

1.2.5.3 Certification of Leadership/Extracurricular/Community Involvement (Grades 9, 10 and/or 11), if any

1.2.5.4 [Personal Statement](#) in DLSU Format

1.2.6. Proof of Citizenship as defined below:

Citizenship	Required Documents
• Filipino	NSO / PSA Birth Certificate
• Filipinos with Dual Citizenship: <ul style="list-style-type: none"> ○ Born in the Philippines ○ Born Abroad 	NSO / PSA Birth Certificate Birth Certificate and Valid, Unexpired Passport Documentation for Acquisition/Reacquisition/Retention of Filipino Citizenship
• Non-Filipinos <ul style="list-style-type: none"> ○ Born in the Philippines ○ Born Abroad 	NSO / PSA Birth Certificate and Valid and Unexpired Passport Valid, Unexpired Passport

1.2.7 Two (2) **Recommendation Letters** in DLSU Format: from any of the following (one per category):

1.2.7.1. Subject Teacher from Grade 11/12 **OR** from High School Principal

1.2.7.2 Guidance Counselor from Grade 11 or Grade 12

Important Note: The recommendation forms will be directly provided by the Recommender/Rater to the Office of Admissions and Scholarships through document upload via <https://bit.ly/DLSURecommUpload>. The applicant will be responsible to coordinate the required process with his/her Recommender/Rater.

1.3 Provide the following information:

1.3.1 Personal Information

1.3.2 Contact Details

1.3.3 Parent/ Guardian Information

1.4. Accomplish the items on Self-Declaration



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- 1.5. Pay the non-refundable Admission Processing Fee
The fees are Php600.00 for Filipino citizens (including those who are dual citizens) and Php2,500.00 for non-Filipino citizens.

The modes of payment include:

- 1.5.1. Online Payment through Debit Card/Credit Card (MASTERCARD/VISA)
1.5.2. Dragonpay – The applicant may choose among a wide variety of payment options through DragonPay. Payment may be via online banking or over-the-counter with Dragonpay partner banks. Payment is also accepted through Bayad Center, SM Department Store/Supermarket bills payment, and many more collection agencies. DragonPay charges a minimal amount of Php20.00 as convenience fee.

- 1.6. Click the **SUBMIT** Button

Important Note: *Verification of your data and documents shall be conducted following your submission and payment of Admission Processing Fee. A confirmation email shall be sent to your registered email address. Please allow ten (10) working days to receive the confirmation email.*

2. Access the admission results via <http://my.dlsu.edu.ph/students/DCATResult> on the 3rd week of April 2021. Updates and announcements will be posted on the DLSU website, DLSU Facebook, Instagram and other social media pages.

IMPORTANT REMINDERS:

1. Applications with incomplete requirements will not be processed.
2. Applicants with non-numerical (pass/fail) grades on their Grade 11 Report Cards in all terms/semesters/quarters will be required to submit a Certificate from the School Registrar that no numerical grades were given to students during their Grade 11. These documents shall be included in the uploaded documents under Academic Records in the online application form.
3. Applications submitted late will not be considered.
4. Please keep all original hardcopies of the documentary requirements. They must be submitted during confirmation of enrolment.
5. Any false information given and/or fraudulent document uploaded into the online admission facility will automatically nullify the application and permanently disbar the applicant from pursuing any level of study at De La Salle University.
6. Please complete the application process early in order to avoid unnecessary inconveniences.
7. Access the admission results via <http://my.dlsu.edu.ph/students/DCATResult> on the 3rd week of April 2021.

Sources:

1. www.dlsu.edu.ph
2. <https://www.dlsu.edu.ph/admissions/undergraduate/freshmen-procedures/> posted November 15, 2020

(Posted with permission from the DLSU Office of Admission and Scholarship)

Please be guided accordingly.