UP Visayas
OFFICE OF STUDENT AFFAIRS
Miagao, Iloilo

2 x 2 photo

Application for Admission of Incoming Freshmen to UPV Dormitories
SY 20__ - 20__

No. _____ Date received: _____ Received by:_____

Name of Applicant: _____ _____ _____
Family Name Given Name Middle Name

Student No. _____ **Course:** _____ **Sex:** ( ) Male ( ) Female

A. Student's Information	Permanent Address	Mailing Address
1. Address of student		
2. Contact number/s	Landline (with area code):	Mobile phone:

B. Parents' information	**Mother**	**Father**
1. Name of parents		
2. Address of parents		
3. Occupation		
4. Contact number/s of parents	Landline (with area code):	Mobile phone:
5. Annual Gross Income		
6. Total Annual Gross Family Income:		

C. Guardian's information (*Note: The designated guardian shall be able to come within one hour upon notice especially in emergency cases. The name of the legal guardian must be the same with the one submitted to the Health Services Unit (HSU) and the Office of the University Registrar.*

1.Name of designated guardian (with conforme) while studying at UPV:		
2.Address of designated guardian		
3. Relation with the student-applicant		
4. Contact number/s of guardian	Landline (with area code):	Mobile phone:

D. Scholarship and Financial Assistance

1. Do you have Scholarship/Sponsor for your studies at UPV aside from parents/family? ( ) Yes ( ) No
If yes, specify name of Scholarship/Sponsor: _____

2. Coverage of Scholarship/Sponsorship (Please check applicable):
( ) Tuition and miscellaneous ( ) Accommodation( ) Food ( ) Transportation ( ) Books

Through this Application, I am binding myself to the following conditions:

1. *Initial lodging fee equivalent to two (2) months upon check-in to cover for the first and last month of stay, non- refundable unless refused admission to the College or upon withdrawal of application within seven (7) days after the start of classes or payment of lodging fee (P1,500.00 per semester) and other dorm fees.*
2. *Payment of 50% of the remaining months in case of leaving the dormitory before the end of the semester.*
3. *Submit myself to on-line interview if needed.*

I am fully responsible for the information I voluntarily provided herein.

Conforme:

_____ _____
Signature over printed name of the applicant/ Date

Signature over printed name of the designated guardian/Date

Please attach applicable requirements:
- UPCAT Notice (photocopy only)
  If UPCAT Notice is not available, please request for a certification from the Office of the University Registrar of your admission/ acceptance to a degree program in UPV, or present any proof of acceptance of a degree program from the Office of Admissions, whichever is available
- Certificate of Good Moral Character
  3 pieces recent colored 2 x 2 picture with the name of the applicant at the back of the picture
- One (1) long, hard, cream folder with fastener
- Special Power of Attorney *(download at crs.upv.edu.ph)*
- Essay entitled "Who Am I"

Any of the following:
- Latest (2019) Income Tax Return of parents (photocopy)
- Latest Contract of Service for OFW parents (photocopy)
- Affidavit/Barangay Certification for parents who are exempted from filing Income Tax Return or those who belong to low income bracket
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Only applications with complete requirements and submitted on the prescribed cut-off date shall be processed. Applicants who are dependents of UPV and those covered with MOA which binds UPV to provide accommodation shall be given a priority slot only for the First Semester or Second Semester (as the case may be for exchange students) but should comply with the application requirements and process (application form, interview, etc.). However, just like the other residents eligibility for accommodation for the succeeding semesters shall be subject to the retention policy of the Dormitory.

NOTE: *Dorms prohibit cooking, laundry, and ironing. Travelling to classrooms from UPV Campus dorms by tricycle.*