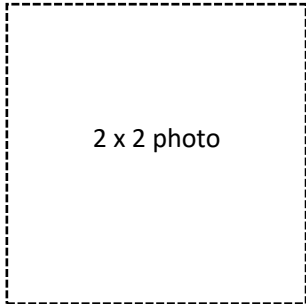


UP Visayas  
**OFFICE OF STUDENT AFFAIRS**  
 Miagao, Iloilo



**Application for Admission to Upper Class and Graduate Dormitories**  
**SY 20\_\_ - 20\_\_**

No. \_\_\_\_\_ Date received: \_\_\_\_\_ Received by: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_  

Family Name
Given Name
Middle Name

Student No. \_\_\_\_\_ Course and Year: \_\_\_\_\_ No. of units to be enrolled in the coming semester: \_\_\_\_\_

A. Student's Information	Permanent Address	Mailing Address
1. Address of student		
2. Contact number/s of student	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 <small>(Note: The designated guardian shall be available <u>within one hour</u> upon notice. The name of the legal guardian must be the same with the one submitted to the Health Services Unit (HSU).)</small>		
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? <span style="float: right;">( ) Yes ( ) No</span>		
If yes, specify name of Scholarship/Sponsor: _____		
2. Coverage of Scholarship/Sponsor (Please check applicable): ( ) Tuition and miscellaneous ( ) Accommodation ( ) Food ( ) Transportation ( ) Books		
E. References:		
1. Have you stayed in any UPV dorm prior to this application? <span style="float: right;">( ) Yes ( ) No.</span>		
2. If yes, name of the Dorm _____ and length of stay (no. of semesters) _____.		
3. Name and contact no. of personal references:		
	1. _____	
	2. _____	

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 a personal interview (as scheduled).

I am fully responsible for the information I voluntarily provided.

**Conforme:**

\_\_\_\_\_  
 Signature over printed name of the applicant/ Date

\_\_\_\_\_  
 Signature over printed name of the designated guardian/Date

**Please attach applicable requirements:**

- A. For applicants who are former residents of the UPV Dormitories:
  - 3 pcs recent colored 2 x 2 picture with the name of the applicant at the back of the picture.
  - For applicants from other UPV dormitories other than the dorm he/she currently applying to, the Application Form must be stamped or noted CLEARED by the previous dormitory manager
  - Medical Certificate (from the UPV Health Services Unit)- photocopy
  - Any of the following:
    - Latest (2018) Income Tax Return of parents (photocopy)
    - Latest Contract of Service for OFW parents (photocopy)
    - Affidavit/ Barangay Certification for parents who are exempted from filing ITR or those who belong to low income bracket
- B. For applicants from OUTSIDE UPV Dormitories:
  - 3 pieces recent colored 2 x 2 picture with the name of the applicant at the back of the picture
  - Evaluation Form from Boarding Houses and Private Dormitories (download form at crs.upv.edu.ph)
  - 1 long cream-colored folder with fastener
  - Medical Certificate (from the UPV Health Services Unit)- photocopy
  - Essay entitled "Who Am I"
  - Any of the following:
    - Latest (2018) Income Tax Return of parents (photocopy)
    - Latest Contract of Service for OFW parents (photocopy)
    - Affidavit/ Barangay Certification for parents who are exempted from filing ITR or those who belong to low income bracket

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 2nd 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 costs P9.00 per person. Maximum of five (5) passengers per trip.