New Admission Requirements for Transferees / Shiftees

For Shiftees within the College:
   a. No minimum College Weighted Average (CWA) required but must not have been academically delinquent for
      the semester immediately prior to shifting
   b. Must attend orientation
   c. Letter of confirmation to be submitted after orientation

For Shiftees within UP Diliman:
   a. CWA of 2.25 or better (60 units or more)
   b. CWA of 2.0 or better (30 units or more)
   c. Must attend orientation
   d. Letter of confirmation to be submitted after orientation

For Transferees from UP units outside Diliman:
   a. General Weighted Average (GWA) of 2.25 or better (60 units or more)
   b. GWA of 2.0 or better (30 units or more)
   c. Must attend orientation
   d. Letter of confirmation to be submitted after orientation

For Transferees from other schools:
   a. Must have completed at least 33 academic units
   b. GWA of 2.0 or better
   c. Must attend orientation
   d. Letter of confirmation to be submitted after orientation

Application Requirements:
   a. Pay first to the University Cashier's Office - PhP 100.00 Application Fee (Graduate/Undergraduate Program)
   b. True Copy of Grades (TCG) up to the 2nd Semester of the Academic Year prior to the application period (General
      Weighted Average or GWA must be indicated)
   c. 2pcs. of 1-1/2" x 1-1/2" Colored Pictures of Applicant (name & signature at the back of the picture)
   d. Curriculum & Course Description of the program where applicant is coming from
   e. Clearance from the Student Disciplinary Tribunal
   f. Above requirements (Nos. 1-5) together with the UPCA Form 015 (Application Form) and the Official Receipt
      must be submitted in a long brown envelope or in a clean legal size folder with plastic cover to the Office of the
      College Secretary (thru Lucy of Admin Office)