

**COLLEGE OF SOCIAL WORK AND COMMUNITY DEVELOPMENT
UNIVERSITY OF THE PHILIPPINES-DILIMAN**

Diliman, Quezon City 1101, Philippines
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APPLICATION FOR UNDERGRADUATE PROGRAM

Date: _____

The Chairperson
Admissions and Scholarship Committee
UP CSWCD
Diliman, QC

Dear Sir/Madam:

I wish to apply for admission at the College of Social Work and Community Development, U.P. Diliman:
(Please check all appropriate boxes.)

As a **shiftee** **transferee**

To (indicate program applying for): **BS Community Development** **BS Social Work**
For the **First Semester** **Second Semester of Academic Year**_____.

I am currently enrolled in _____ (state degree program), and have earned ____ (total no.) of units
at the _____ (name of College/School).

I am submitting the documents required to evaluate my application for admission.

For applicants from UP Diliman and other UP units (Check documents submitted)

- Accomplished biodata/application form (please see attached)
- Two (2) copies of your recent photo (2x2 in size).
- One (1) original and photocopy of your certified True Copy Grades (TCG) from first year to the last semester of attendance (with General Weighted Average of at least 2.5 for UP students and at least 1.75 for transferees from other schools)
- Certification issued by the college that the applicant is not under contract to finish his/her course and that s/he is permitted to shift/ transfer from the course
- Upon admission to the CSWCD, the applicant must submit the following:
 - (a) 2 copies of permit to transfer;
 - (b) 2 copies of student's clearance;
 - (c) results of student's guidance and counselling examination from the OCG; and
 - (d) Official Transcript of Record (OTR) for students from autonomous UP units.

For applicants from other schools:

- Accomplished biodata/application form (please see attached)
- Two (2) copies of your recent photo (2x2 in size).
- One (1) original and photocopy of Official Transcript of Record (OTR) from the last school attended
- Honorable dismissal
- One (1) original and photocopy of NSO Birth Certificate.
- Two (2) copies of transfer permit
- One (1) copy of College Clearance
- Results of applicant's guidance and counselling examination from the OCG

Name of Applicant:	Signature:
Mobile phone No.	Landline no.
Email address	

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UNIVERSITY OF THE PHILIPPINES-DILIMAN**

Application# _____



**BACHELOR OF SCIENCE IN COMMUNITY DEVELOPMENT/ SOCIAL WORK
APPLICATION FOR SHIFTING/ TRANSFER FOR _____ SEM, AY _____**

PERSONAL INFORMATION (Use block letters)

Surname		Student Number		
First name		Age	Sex	Religion
Middle name		Date of Birth	Citizenship	Country of Origin
College/ School	Campus	Degree Course		Year Level
Present Address: (No., Street, Municipality/City/Province)			Mobile phone No. Landline No. Email:	
Permanent Address: (No., Street, Municipality/City/Province)			Landline No.	
High School Attended		Year Graduated	Honors Received	
Applicant's UPCAT Choices	UP Campus		Degree Program/ Course	
First Choice				
Second Choice				
Reasons for Shifting/Transfer:				
Explain your reason/s for wishing to pursue the BSCD/ BSSW degree:				

APPLICANT'S WORK EXPERIENCE, IF ANY (use additional paper if required)

INCLUSIVE DATES	POSITION	NAME OF EMPLOYER	NATURE OF WORK

APPLICANT'S INVOLVEMENTS IN CIVIC OR VOLUNTARY ORGANIZATIONS

INCLUSIVE DATES	NAME OF ORGANIZATION	NATURE OF INVOLVEMENT

Have you ever been charged of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal? [] YES [] NO

If yes, please provide further details of the case: (use additional paper if required)

Applicant's declaration and signature

I hereby declare that this application form has been accomplished by me and it contains true, correct and complete information.

PRINTED NAME OVER SIGNATURE
Date and Place Accomplished:

PLEASE RETURN TO:

THE STUDENT RECORDS OFFICE (SRO)
COLLEGE OF SOCIAL WORK AND COMMUNITY DEVELOPMENT
UP DILIMAN, QUEZON CITY 1101

DEADLINE FOR FILING APPLICATION FOR ADMISSION: _____