



REQUIREMENTS CHECK LIST

revised: 2009.0909

	LOCAL APPLICANTS	INTERNATIONAL APPLICANTS (Applying in the Philippines)	✓
1	Application Form with 2x2 picture. http://www.dlsu.edu.ph/admissions/gao/pdf/gs_application.pdf		
2	Original copy of Transcript of Records	Original and Phil. Embassy authenticated copies of Transcript of Records	
3	Original Copy of NSO Birth Certificate	Photocopy of passport information and current visa page <i>(Original must be presented.)</i>	
4	Transfer Credentials <i>(For non-DLSU graduate who studied college or post grad in the Philippines.) or</i>		
	Certificate of Graduation <i>(For applicants who did not study college or post grad in the Philippines. Certificate must indicate degree title and date of graduation.)</i>		
5	Certificate of Good Moral Character from previous school or current employer <i>(Valid at least six (6) months from date of issuance.)</i>	Photocopy of National Intelligence Coordinating Agency (NICA) Clearance <i>(Apply this at the Bureau of Immigration, 3rd Flr. Main Bldg. Valid at least six (6) months from date of issuance.)</i>	
6	Two (2) Letters of Recommendation http://www.dlsu.edu.ph/admissions/gao/pdf/gs_recommendation.pdf		
7	Updated Curriculum Vitae/Resume		
8	Personal Statement containing Academic and Career Objectives http://www.dlsu.edu.ph/admissions/gao/pdf/personal-statement-guide.pdf		
9	Two (2) pieces of 2 inches x 2 inches recent and identical ID pictures <i>(for testing permit)</i>		
10	Photocopy of research output* and other authored publications* [^] <i>(*for PhD applicants. ^For Master of Fine Arts in Creative Writing applicants)</i>		

- These requirements are **INDEPENDENT** of legal documents requested by the DLSU International Center for student visas. For information view the International Student Guide web page at http://www.dlsu.edu.ph/students/international/how_to_apply/
- International applicants **ARE REQUIRED TO FULFILL** both Graduate Admission Requirements and the International Legal Requirements to be admitted to the university. International applicants who are outside the Philippines, kindly link to <http://www.dlsu.edu.ph/admissions/gao/outsidephils.asp> for specific procedures.
- **DLSU-MANILA DOES NOT RELEASE ANY CERTIFICATION OF ADMISSION UNLESS THE APPLICANT HAS SUCCESSFULLY PASSED THE ENTIRE ADMISSION PROCESS.***
- All application requirements **SHOULD BE SUBMITTED IN A PROPERLY LABELED LONG BROWN ENVELOPE.** (Format is "Last Name, First Name Middle Initial." Written in big capital letters on the front upper left corner. For proper sequence, kindly use the above as a collating guide.)

* http://www.dlsu.edu.ph/admissions/gao/pdf/admission_procedure.pdf