



DE LA SALLE UNIVERSITY - MANILA
Graduate Listing Subscription Form

TO: OCCS-Career Services
Room 115, Saint Joseph Hall
De La Salle University – Manila
2401 Taft Avenue, Manila, Philippines 1004
523-4286; 524-4611 loc. 416; www.dlsu.edu.ph/offices/sps/occs

FROM: Please type or print.

Full Company Name	
Office Address	
Telephone Numbers	
Fax Number	
Contact Person & Position	
E-Mail Address	
Type of Industry	

RE: SUBSCRIPTION FOR THE DLSU-MANILA GRADUATE LISTING

The COMPANY will avail of three (3) issues for School Year(s) _____ of the:
De La Salle University – Manila GRADUATE LISTING.....(P900.00 per school year)

*Inclusive of the graduates’:

- ◆ Name
- ◆ Address
- ◆ Telephone and Cellphone Numbers
- ◆ E-Mail Address
- ◆ Degree / Major

*Also includes a special list of the Top 20% of the Graduating Batch per College.

* Subscription package is inclusive of mailing fee for unavailable listings.

Graduating Batch / Trimester	Date of Release
1 st Trimester (September Graduates)	3 rd Week of October
2 nd Trimester (December Graduates)	3 rd Week of February
3 rd Trimester (April Graduates)	3 rd Week of July (includes summer graduates)

I am also sending through our Company Representative the following REQUIREMENTS:

- Accomplished Graduate Listing Subscription Form
- Payment of Subscription Package (if check, addressed to: De La Salle University)
- Two Copies of the Signed Graduate Listing Memorandum of Agreement
- Company Profile
- Photocopy of the Company’s SEC Registration (First Page)

REMARKS (for OCCS-Career Services Use Only)



GRADUATE LISTING SUBSCRIPTION

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is made and entered into in the City of Manila, Philippines, by and between:

[Empty rectangular box for company name]

(Name of Company)

A company duly registered in accordance with Philippine laws, with postal address at

[Two empty rectangular boxes for main office address]

(Main Office Address)

Represented by

[Empty rectangular box for company representative designation]

(Company Representative, Designation)

hereinafter referred to as the COMPANY

and

DE LA SALLE UNIVERSITY – MANILA, a private educational institution run by the Brothers of Christian Schools with office address at 2401 Taft Avenue, Manila 1004, represented by the Director of the Office of Counseling and Career Services, hereinafter referred to as DLSU,

witnesseth that:

1. The Company is availing of three issues of the DLSU-Manila Graduate Listing for the School Year(s) _____;
2. The Company agrees to use the requested list(s) ONLY for RECRUITMENT or SOURCING of manpower needs. In the event that the COMPANY uses the graduate listing other than the purpose stipulated above, DLSU will AUTOMATICALLY DISCONTINUE the subscription without further notice, as well as other partnerships and collaborations with the COMPANY;
3. This agreement shall remain in effect for the duration of your subscription and any of its renewals.

Full Company Name

Signed by:

DE LA SALLE UNIVERSITY – MANILA

Name of Company Representative

Director, OCCS

SUBSCRIBER'S COPY



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DE LA SALLE UNIVERSITY – MANILA

Name of Company Representative

Director, OCCS