



### STATEMENT OF RESPONSIBILITIES

In connection with the admission and enrollment of \_\_\_\_\_  
**NAME OF THE STUDENT** (Last Name, First Name, and Middle Name)

the person named below is the designated Parent/Guardian On-Record:

LAST NAME	FIRST NAME	MIDDLE NAME
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Mailing Address: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

We understand and agree with the following:

1. The reservation/confirmation fee of PhP10,000.00 is non-refundable and will cover administrative costs in case enrollment is withdrawn/cancelled.
2. The student/parent/guardian on-record must pay the tuition and fees (including any increase) as assessed by De La Salle University or any tuition and fee increase mandated by the government (if any), for the entire duration of the student's stay in the University.
3. The student/parent/guardian on-record must abide by the rules and regulations governing the student's enrolment at De La Salle University, as specifically stated in the DLSU Student Handbook and/or other University circulars/memoranda.
4. The parent/guardian on-record has equal access to the student's official school records through the My.LaSalle parent account.
5. Pursuant to RA No. 9165 and the DLSU Student Handbook, the student shall submit to mandatory and random drug testing, with the parent/guardian on-record providing consent for the student's participation.
6. All communications from De La Salle University will be sent to the parent/guardian on-record at the provided contact information, and will be considered valid and effective until a notarized update is received.
7. Refund checks for tuition fees, if any, will be issued in the name of the parent/guardian on-record.
8. De La Salle University may impose administrative charges for the processing and maintenance of changes to the parent/guardian on-record.
9. DLSU may disclose personal information of the student to DLSU administrators and offices in the university for legitimate purposes. Legitimate purposes include compliance to government and accrediting agencies such as CHED, PRC, PAASCU, AUN, as well as compliance to requirements in the UAAP, when applicable.
10. Applicants with incomplete requirements will be granted conditional admission, subject to completion of requirements within 1 trimester. Failure to comply will result in automatic revocation of admission, non-crediting of enrolled courses, and no refund of tuition and fees.
11. Any material misrepresentation or inaccuracy contained in the hard copy of the documents I have submitted may be grounds for dismissal from De La Salle University and/or legal action against me, at any point during or after my stay at De La Salle University.

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN OVER PRINTED NAME

\_\_\_\_\_  
SIGNATURE OF STUDENT OVER PRINTED NAME

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed