



# QUEZON CITY UNIVERSITY

673 Quirino Hi-way, San Bartolome, Novaliches Q.C.

## ADMISSIONS OFFICE

### STUDENT APPLICATION FORM

\_\_\_ SEM, AY: \_\_\_

2 x 2  
ID Picture  
White Background

**GENERAL INSTRUCTION:** Kindly fill out all the information needed and do not leave any box unmarked. Write N/A in items not applicable to you. Please use all CAPITAL.

Date of Application:	LRN:	Student No.: (to be filled up by the admission officer)
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Are you applying as (Please check the appropriate answer)

	SHS Graduate	Track:	Strand:	
	High School Graduate (Year 2015 and below Graduated in HS)			
	Transferee, Are you applying for Accreditation of Subjects?		Yes	No
	2 <sup>nd</sup> Degree Course Taker (Meaning you already finished a four year course before)		Course:	

**Course applied for: Please choose 3 preferred courses. Rank (1) 1<sup>st</sup> Choice (2) 2<sup>nd</sup> Choice (3) 3<sup>rd</sup> Choice**

Bachelor of Science in Information Technology	Bachelor of Science in Accountancy
Bachelor of Science in Entrepreneurship	Bachelor of Science in Electronics Engineering
Bachelor of Science in Industrial Engineering	

**Please Rank preferred Campus: Rank (1) 1<sup>st</sup> Choice (2) 2<sup>nd</sup> Choice (3) 3<sup>rd</sup> Choice**

Batasan Campus	San Francisco Campus	San Bartolome Campus
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Are you presently enrolled? If yes, Name of School

#### PERSONAL INFORMATION (As indicated in your PSA Birth Certificate. Do not use your maiden name if married)

Last Name:	First Name:	Middle Name:	
Gmail Address:	Date of Birth: (mm/dd/yyyy)	Gender:	Religion: Citizenship:
Contact Number:	Place of Birth:	Civil Status:	If Married, Name of Spouse:
Present Address:			
Barangay:	City/ Municipality	District No.	Zip Code

#### EDUCATIONAL ATTAINMENT

College: (Leave it blank if you have **not** enrolled to college before)

Address:

Location:	QC	Non-QC	Public School	Private School
Course:	Date Graduated:	Honors Received with certification:		

Technical Vocational: (Leave it blank if you have **not** enrolled to vocational course before)

Address:

Location:	QC	Non-QC	Public School	Private School
Course/Year/s Taken:	Date Graduated:	Honors Received with certification:		

Senior High School Name or High School Name for HS Graduate:			
Address:			
Location:	QC	Non-QC	Public School
Track/Strand or 4 <sup>th</sup> Yr. Section if HS Grad.:		Date Graduated:	Honors Received with certification:
<b>FAMILY BACKGROUND</b>			
Father's Name:	Occupation:	Educ'l Attainment:	Contact No.:
Mother's Name:	Occupation:	Educ'l Attainment:	Contact No.:
Parent's Address:			
Guardian:	Relationship:	Contact No.:	
<b>PERSON TO BE NOTIFIED IN CASE OF EMERGENCY</b>			
Name:	Relationship:	Contact No.:	
Address:			
<p><i>All information contained in this application is true and correct, I understand that any misrepresentation may cause for denial of admission from Quezon City University.</i></p> <p><i>I allow and give full consent to QCU to collect and evaluate the above-mentioned information that I declare for legitimate purposes.</i></p>			
<b>PLEASE NOTIFY THE OFFICE OF THE REGISTRAR ABOUT ANY CHANGES IN THE ABOVE INFORMATION</b>			
		Signature of Student over Printed Name	
		Date Signed	

Documents / Requirements Verified by:

Approved by Department:

Guidance and Counseling Officer

Dean / Program Chair

Approved for Admission by:

ANNIE LOU M. GONZALES  
Chief, Admission Services

**SUBMITTED REQUIREMENTS FOR QCU ENROLLMENT (to be filled by Guidance Officer / Admission Officer)**

- |           |           |   |           |           |   |
|-----------|-----------|---|-----------|-----------|---|
| <b>SC</b> | <b>HC</b> | <b>FRESHMAN</b>   | <b>SC</b> | <b>HC</b> | <b>TRANSFEREE</b>   |
|           |           | 1. Original SF9 (Grade 11 & 12) or Form 138- High School Report Card or Alternative Learning System Certificate if ALS passer |           |           | 1. Transcript of Records (For Evaluation Purposes)                            |
|           |           | 2. Original Certificate of Good Moral Character   |           |           | 2. Original Certificate of Transfer Credentials (CTC) and Honorable Dismissal |
|           |           | 3. PSA Birth Certificate (Attach Official Receipt)  |           |           | 3. PSA Birth Certificate (Attach Official Receipt)                            |
|           |           | 4. Original – Recent Brgy. Certificate of Residency   |           |           | 4. Original – Recent Brgy. Certificate of Residency                           |
|           |           | 5. Two(2) 2x2 picture (White Background with Name Tag)  |           |           | 5. Two(2) 2x2 picture (White Background with Name Tag)                        |
|           |           | 6. Senior High School / High School / ALS Diploma   |           |           | 6. Latest Certificate of Employment (if currently employed)                   |
|           |           | 7. Latest Certificate of Employment (if currently employed)   |           |           | 7. Marriage Certificate ( for Female Married Student)                         |
|           |           | 8. Marriage Certificate ( for Female Married Student)   |           |           | 8. Medical Clearance – Issued by the University Physician                     |
|           |           | 8. Medical Clearance – Issued by the University Physician   |           |           | 9. Long Brown Envelope with Plastic Envelope                                  |
|           |           | 10. Long Brown Envelope with Plastic Envelope   |           |           |   |

\*SC – Soft Copy \*\*HC – Hard Copy