

KINDERGARTEN

NEW ENROLLEE

1. Birth Certificate (NSO Authenticated)
2. Medical Certificate
3. 1×1 ID pictures (4 copies)
4. Interview
5. Fill up medical data sheet

ELEMENTARY

TRANSFEREE (GRADE 1-6)

1. Photocopy of NSO Birth Certificate (2 copies)
2. 1×1 ID pictures (4 copies)
3. Medical Certificate
4. FORM 138 (Report Card)
5. Certification of Good Moral Character
6. Interview (for those with an average grade of 85 & above or as recommended by the enrollment committee)
7. Entrance Exam (for those with an average of below 85 or as recommended)
8. Transferees with unsatisfactory grades and those who failed in the entrance exam maybe accepted on probation and a written waiver.
9. Probationary period is 2 months or 1st grading period)

SECONDARY

TRANSFEREE (III & IV)

1. Card/Photocopy Form 137 for evaluation purposes
2. Photocopy of NSO Birth Certificate
3. Certification of Good Moral Character
4. 1×1 ID pictures (4 copies)
5. Interview/Entrance Exam

TRANSFEREE (GRADE 7 & 8)

1. Report Card
2. Photocopy of NSO Birth Certificate
3. Certification of Good Moral Character
4. 1×1 ID pictures (4 copies)
5. Interview/Entrance Exam

TERTIARY

FOR FRESHMEN

1. FORM 138 (Report Card)
2. 1×1 ID pictures (4 copies, colored)
3. Certification of Good Moral Character
4. Birth Certificate (NSO Authenticate)

TRANSFEREES

1. Certificate of Transfer Credentials
2. 1×1 ID pictures (4 copies, colored)
3. Certification of Good Moral Character
4. Birth Certificate (NSO Authenticated)