



# Adventist University of the Philippines

**P. O. Box 1834, Manila 0901 Philippines**  
**Location Address:** Puting Kahoy, Silang 4118 Cavite  
**Telephone Nos.:** (049) 541-1211 to 1225  
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## RECORDS AND ADMISSIONS OFFICE

### REQUIREMENTS FOR NATIONAL STUDENTS' ADMISSION TO THE UNIVERSITY

**A**dventist University of the Philippines is an institution of higher learning operated by the Seventh-Day Adventist Church. However, it accepts application from individuals irrespective of race, color, sex, and religious affiliation, whose manner of acting, feeling and thinking are in harmony with the objectives, values, and beliefs of the institution and whose capacities and abilities show the possibility of achieving a satisfactory scholastic record. Although church membership is not a pre-requisite for admission, **applicants are expected to abide by the rules and regulations of the University**. To qualify for admission, applicants must give evidence of good moral character, intellectual capacity, satisfactory health, financial capability, and a desire to learn. Admission to the University is a privilege and not a right.

#### REQUIREMENTS FOR ADMISSION

##### Freshman

1. Application Fee \_\_\_\_\_ ; Testing \_\_\_\_\_ ; ID \_\_\_\_\_ ; Medical Check-up \_\_\_\_\_
2. Original Form 138/ High School Card
3. Recommendation form filled-up by **a.)** school principal/adviser **b.)** district pastor/parish priest/barangay captain
4. Certification of Good Moral Character from the school last attended
5. Pictures: 2 copies (recently taken, 2"x2")
6. Photocopy of birth certificate/and marriage certificate (for married female) (NSO authenticated copy)
7. Medical Check-up Results - Chest X-ray, CBC, Urinalysis and Physical Exam
8. Certification of Honor issued by the High School Principal/Administrator (for scholars)

Note: BSN and BSED/BEED applicants must have 85% and above High School general average.  
BSN applicants must submit photocopy of high school diploma.

##### Transferee

1. Application Fee \_\_\_\_\_ ; Testing \_\_\_\_\_ ; ID \_\_\_\_\_ ; Medical Check-up \_\_\_\_\_
2. Certificate of Eligibility to Transfer from the school last attended
3. Certification of Grades/Transcript of Records (for evaluation purposes)
4. Certification of Good Moral Character from the school last attended
5. Recommendation from **a.)** school dean/guidance counselor **b.)** district pastor/parish priest/barangay captain
6. Pictures: 2 copies (recently taken, 2"x2")
7. Photocopy of birth certificate/and marriage certificate (if married) (NSO authenticated copy)

#### SCHOOL TERMS: (Effective Academic Year 2015-2016)

Intersemester - June and July; First Semester - August to December; Second Semester - January to May

#### FOR ADMISSION INQUIRIES

Please write/see

##### The Director of Records and Admissions

Adventist University of the Philippines  
Puting Kahoy, Silang 4118 Cavite  
P.O. Box 1834, Manila 0901

See Above

#### FOR FINANCIAL INQUIRIES

Please write/see

##### The Director of Student Finance

Adventist University of the Philippines

(same as above address)

E-mail: dsf@aup.edu.ph