University of San Agustin
General Luna St., 5000 Iloilo City, Philippines
www.usa.edu.ph
Admissions, Scholarships and Placement Office

ADMISSION REQUIREMENTS CHECKLIST & REFERRAL FORM
GRADUATE SCHOOL

AY ____-____ 1ST Sem.____ 2nd Sem.____ Summer ____

Name: _____ Desired Program: _____
Contact Number: _____ Email: _____ Nationality: _____
School Last Attended: _____

A. Admission Requirements (Photocopy only)

to submit during entrance exam application

☐ **NEW** ☐ **TRANSFEREE**

☐ Transcript of Records
(If School Abroad, duly authenticated/red ribbon by the Home Country Philippine Embassy)
☐ Good Moral Character Certificate
(If School Abroad, duly authenticated/red ribbon by the Home Country Philippine Embassy)
☐ Honorable Dismissal/ Certificate of Transfer Credentials
☐ Philippine Statistics Authority (PSA) formerly NSO
☐ Admission Fee Receipt
☐ Diploma
(If School Abroad, duly authenticated/red ribbon by the Home Country Philippine Embassy)
☐ 1 pc. 2x2 picture

B. Referral for Evaluation and Admission Approval

Referred to: _____ _____ Date: _____
College Dean/ Academic Supervisor

Referred by: _____ Date: _____
ASPO Personnel

Evaluation Result:

☐ Approved for Admission ☐ Temporary Enrollment
☐ On Probation ☐ Disapproved for Admission

Remarks:

_____
_____
_____

Approved for Admission by:

_____ Date: _____
Dean/ Academic Supervisor

Checked and Received by:

_____ Date: _____
ASPO Personnel

Admission Certificate Number: _____

Received by: _____ Date: _____
Student Name & Signature