

ACKNOWLEDGMENT LETTER (Foreign Masteral Applicant)

DATE: \_\_\_\_\_

FOR:           **The Registrar – Admissions, Scholarships and Testing Section**  
                  **De La Salle Medical and Health Institute**  
                  **City of Dasmariñas, Cavite, Philippines**

Dear Sir/Madam :

Greetings!

This is to inform your good office that we are duly informed and are submitting to the admission policies of De La Salle Medical and Health Sciences Institute The Registrar – Admissions, Scholarships and Testing Section. To wit:

1. The **Php 10,000.00** Reservation Fee is non-refundable and non-transferable should I decide to discontinue/withdraw my application. However, the aforementioned amount shall be deducted from the total tuition fees should I continue my application and should I enroll during the regular period.
2. The Reservation Fee shall be forfeited should I decide not to enroll during the regular enrollment period scheduled by the institution.
3. The medical examination is a major requirement for admission to De La Salle Medical and Health Sciences Institute and the medical examination fee is non-refundable should I decide not to continue with my application.
4. I am giving my consent to the Student Wellness and Guidance Services Department (SWGSD) / The Student Affairs (TSA) to provide a copy of my psychological test result to the aforementioned parties for the purpose of helping me holistically as the need arises.
5. Payment of the Foreign Fee of **Eight Hundred Fifty Dollars (\$850)** during enrollment.
6. If I decide to discontinue my study, the policy on dropping with refund shall be applied accordingly if covered by the dropping period.
7. There shall be no refund for the said fee should I decide to change my citizenship to Filipino.
8. I shall be required to attend meetings and general assemblies for all foreign students as scheduled by Center for Internationalization, Academic Affiliations and Engagements and other offices concerned.
9. The requirements for admissions should be completed and submitted before the enrollment schedule and issuance of the enrollment permit and registration form.

**GENERAL REQUIREMENTS FOR ENROLLMENT**

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1. Transfer Credential / Honorable Dismissal from previous school
  2. Photocopy of Birth Certificate

**Additional Requirements for Foreign Post-Graduate applicants**

1. Photocopy of passport / Birth Certificate / NBI / Bureau of Quarantine / CEA
2. Photocopy of Alien Certificate of Registration (ACR) for permanent residents, native born, children of diplomats, or holder of any valid visa and Certificate of Residence for Temporary Students (CRTS)
3. Special Study Permit (SSP) for foreigners studying in the Philippines for less than a year or less than 18 years old (for foreign applicants).
4. Notarized Affidavit of Support to cover for student's accommodation and bank certification

***(Note: original copies of all documents must be presented to the The Registrar – Admissions, Scholarships and Testing Section).***

Sincerely,

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

\_\_\_\_\_  
DATE

Conforme:

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME OF APPLICANT

\_\_\_\_\_  
DATE

cc: The Registrar, File