



Republic of the Philippines
Benguet State University
Open University
 La Trinidad, Benguet 2601
 www.bsu.edu.ph

2x2 ID Picture

ADMISSION FORM

REQUIREMENTS:

1. Admission Form (OU Form 1)
2. One (1) Recommendation letter from your former professors/supervisor (OU Form 2)
3. Permit to Study from the head of your agency if employed. (OU Form 3)
4. Official Transcript of Records and Transcript of Records (Transfer Credential)
5. Two (2) Photocopy of PSA birth certificate and marriage certificate (for married)
6. Application Fee of Php 100 for Local and \$25 for foreign nationals (Non-refundable)
7. An essay indicating your purpose for applying to the Open University (at least 300 words)

*2 copies each requirement

ADMISSION REQUEST:

1. Degree Sought
 - ☐ Master in Community Development
 - ☐ Master in Community Health Development
 - ☐ Master in Cooperative Management
 - ☐ Master in Development Communication
 - ☐ Master in Human Resource Management
 - ☐ Master in Non-Formal Education
 - ☐ Master in Urban Management
 - ☐ Diploma in Training Management
 - ☐ Diploma in Urban Management
 - ☐ Certificate in Organic Agriculture
 - ☐ Certificate in Community Health Development
2. Semester for which admission is sought: ☐ First Semester ☐ Second Semester ☐ Midyear
3. State how your studies will be financed: _____
4. Preferred mode of Learning: ☐ Blended ☐ Online

PERSONAL DATA:

1. Name: _____
 Family Name First Name Middle Name
2. Mailing Address: _____
 Number Street City/Town Province Zip Code

 E-mail Address Mobile No.
3. Place of Birth: _____
4. Date of Birth: _____
5. Citizenship: _____
6. Gender : ☐ Female ☐ Male
7. Civil Status: ☐ Single ☐ Married ☐ Widow ☐ Divorced
8. Highest Degree Completed: ☐ AB/BS in _____ ☐ MA/MS in _____
9. Currently enrolled in other school for MA/MS: ☐ yes ☐ no; if yes degree course: _____
10. Present Occupation: _____ No. of Years Employed: _____
11. Name of Present Employer (Institution/Company): _____
12. Address of Present Employer: _____

ACADEMIC BACKGROUND (Please use additional sheets if necessary. Those applying for Certificate and Short Courses need not fill up items 2 to 5)

1. List of schools you attended starting with the most recent

Name and Address of School	Degree/ Major Field	Year Completed
College:		
High School:		
Elementary:		

2. List of researches you conducted and published apart from your thesis

Title of Article	Title of Publication	Year Published

3. List of seminars/conferences that you attended in the last five years.

Title of Seminars/Conferences	Place	Year

4. List your membership in honor, professional and/or civic organizations.

Name of Organization	Role	Year

5. List of scholarship, honors, prizes and awards you received.

Title of Seminars/Conferences	Place	Year

CERTIFICATION

I hereby affirm that all the information supplied herein is complete and accurate, and if admitted, I agree to abide by the rules and regulations of the Open University.

Signature of Student

Date

(To be filled up by the Open University)

☐

Approved

☐

Denied

☐

Probationary

☐

Regular

Reasons why admission is probationary:
() GWA less than 2.00
() Average rating from former professors less than 50%
() Previous degree not related to degree applied for.
() GWA in English courses less than 2.00 (Foreign)

Checked by:

Approved by:

ARA / SHIRLEY
OU Staff

LEONARD T. APILIS
Director