Philippine Passport

Have at least 1 piece of acceptable picture ID

* Driver's license
* Digitized Social Security System (SSS) ID
* Government Service Insurance System (GSIS) eCard [2]
* Professional Regulations Commission (PRC) ID[3]
* Integrated Bar of the Phils. (IBP) ID
* Overseas Workers Welfare Administration (OWWA) ID
* Digitized Bureau of Internal Revenue (BIR) ID
* Senior Citizen’s ID
* Old college IDs, Alumni IDs and old employment IDs are also acceptable.

Have 3 pieces of supporting documents.

* Voter's ID
* NSO Marriage Contract
* Land Title
* Seaman’s Book
* Elementary or High School Form 137 or Transcript of Records with readable dry seal
* Government Service Record
* NBI Clearance
* Police Clearance
* Barangay Clearance

Obtain your birth certificate from the National Statistics Office (NSO).

First time applicants are required to submit a birth certificate. If you are renewing your passport, in most cases, a birth certificate is not required.

Get your Marriage Contract.

NSO issued birth certificate.

Document with photo such as a School ID or Form 137 with a readable dry seal (for applicants 8-17 years old). If the minor has never attended school, a parent must submit a Notarized Affidavit of Explanation that details the reasons why the child is not in school.

If the minor's parents are married, a marriage certificate issued by the NSO is required.

Photocopy of a valid passport of either parent or any other acceptable identification document.

Original and photocopy of the valid passport of the person travelling with the minor.

If the child is an illegitimate child, then all documents required from a parent will fall under the responsibility of the child's birth mother.

6

Obtain a Certificate of Tribal Affiliation from the National Commission on Muslim Filipinos (NCMF) if you are a Muslim applicant. To obtain a Certificate, make a personal appearance at the Bureau of External Relations (BER) and submit an application. You will also need to submit a passport sized colour photo of yourself to the BER.[6]

If you would like to use your Muslim name on your passport, you must obtain an Annotated Birth Certificate from the NSO that shows your Muslim name.

7

Provide proof of Philippine citizenship if you have dual citizenship.

* Identification Certificate
* Oath of Allegiance
* Order of Approval
* Report of Birth (if you were born outside of the Philippines).

8

Photocopy all IDs and original documents. You should make at least 2 copies of each document. If you do not bring the original and photocopied documents to your DFA, the DFA will not continue with your appointment.

**Renewing Your Passport**

Have at least 1 piece of acceptable picture ID.

2

Have 3 pieces of supporting documents. Supporting documents can be your

Voter's ID

NSO Marriage Contract

Land Title

Seaman’s Book

Elementary or High School Form 137 or Transcript of Records with readable dry seal

Government Service Record

NBI Clearance

Police Clearance

Barangay Clearance

3

Bring your most recent expired or expiring passport and photocopies. Make sure to photocopy the data pages of your passport and bring them along.

If you have a brown passport, photocopy pages 1-3.

If you have a green passport, photocopy page 1.

If you have a Machine Readable Passport (MRP), photocopy the first and last page of your passport.

If you have an electronic passport, photocopy the first and last page of your passport.

4

Change your surname by obtaining required certificates from the National Statistics Office (NSO). If you are married, a few certificates are required by the DFA to change your surname. They can be easily requested through the NSO website.

If you are a married woman or spouse of a foreign national who would like to use your married surname, you must obtain a Marriage Contract issued by the NSO or a Certified True Copy (CTC) issued by your Local Civil Registrar (LCR) and authenticated by the NSO.

If you are a spouse of a foreign national, you must also present a Commission of Filipino Overseas (CFO) Guidance and Counseling Certificate of Attendance along with your Marriage Contract.

If you were married abroad, you will also need to obtain your Report of Marriage authenticated by NSO.

5

Revert your married surname. To change your surname to your birth surname, obtain a NSO issued Birth Certificate and along with any additional documents depending on your marriage status.

If you are a married woman who would like to revert back to your maiden name, you must provide a Birth Certificate issued by the NSO.

If you are a widow: a Death Certificate issued by NSO of your deceased husband is required.

If you are divorced: a CTC of the Divorce Decree authenticated by the Philippine Embassy or Consulate where the divorce was obtained or by the concerned foreign diplomatic or consular mission in the Philippines is required. An annotated NSO Marriage Contract with the Divorce Decree is also required.

If your marriage was annulled: a CTC of the annotated NSO Marriage Contract and Court Order effecting the annulment is required.

6

Change your name to your Muslim name. If you are a convert and would like to use your Muslim name, you must obtain an Annotated Birth Certificate from the NSO that has your Muslim name. You must also have your National Commission on Muslim Filipinos (NCMF) or Office on Muslim Affairs (OMA) Certificate of Conversion.

If you are a Muslim who does not need to change your name, only the general requirements of a valid ID and supporting documents, and recent expired or expiring passport is needed to renew your passport.

7

Obtain your birth certificate and parents' supporting documents if you are a minor. Minors renewing their passport are treated as first time applicants and will need to submit an NSO Birth Certificate. This also includes requiring parents or guardians to make an appearance at their DFA appointment, parents' marriage contracts, a photocopy of the passport of the person whom they will be travelling with, and the minor's most recent passport.

Edit step8

Photocopy all IDs and original documents. You should make at least 2 copies of each document. If you do not bring the original and photocopied documents to your DFA, the DFA will not continue with your appointment.

SSS ID Card Requirements

Fully accomplished application form (E-6)

Any of the following valid IDs:

Driver’s License

Passport

PRC License

Seaman’s Book

If you don’t have the primary IDs mentioned, you may submit 2 of the following documents:

UMID Card

getting sss id card in the philippines

Fill up the SSS E-6 Form for your SSS ID Application

Steps in Getting the SSS ID

Submit the application form at the SSS branch near you for your assessment and verification together with your valid ID or supporting documents (if you don’t have any ID)

Have your fingerprints and signature taken.

Then your acknowledgement slip will be given to you by the employee when you’re finished.

You’re done. Just wait for your SSS Id card delivered to you at your home address.

8 Steps on How to Work Overseas

Attend PEOS (Pre-Employment Orientation Seminar) conducted by the POEA in the main office or at the POEA regional offices.

Submission of Application and Requirements:

Submit application form and all the requirements being asked from you. The basic required documents are: personal data sheets, transcript of records, high school and college diplomas, certificate(s) of employment, board certificate(s), training and trade certificates (if applicable), passport, and 2"x2" pictures.

Undergo Preliminary Interview and Evaluation

Undergo Medical and Trade Testing

Discussion of the Terms and Conditions of Employment and Signing of Contract

Processing of your documents with the POEA and concerned embassies or entities

Your agency will now proceed to process your documents with the following entities:

a) Concerned Foreign Embassy - Visa issuance/stamping

b) Philippine Overseas Employment Administration (POEA) - for registration and documentation of employment contracts as well as issuance of e-Receipt or Overseas Employment Certificates (OEC)

c) Department of Foreign Affairs (DFA) - if certain documents need translation and authentication (e.g. employment contract written wholly in the foreign language)

d) Concerned AIRLINE - for issuance of booking certificates or Pre-paid Ticket Advice (PTA)

Attendance to PDOS

Validation and Departure at the Airport

TESDA Enrollment Procedure

(for TESDA Regional Training Centers. TESDA accredited schools may have different procedures)

1. Go to your nearest TESDA Regional Training Center.

2. Inquire about the course you desire.

3. You will be given a schedule when to take the entrance exam.

4. Once you have taken the exam and passed, you'll be given a list of requirements for enrollment.

5. Once you have the requirements, you'll be given a schedule.

For more info, please visit our website http://tesdacourse.com/

Also, please inquire about the courses you would like to take by calling respective school of your choice.

Tesda regulates private and public registered training institution. Both public and private institutions require students to be:

– at least 18 years of age

– high school graduate

– undergone a pre-training assessment (YP4SC/NCAE)

– Barangay Clearance (some asks for it)

Barangay Clearance

Go to your place's Barangay Hall. Inform the officer that you are applying for a Barangay Clearance. State the reason why you need a Barangay Clearance (ID requirement, employment, Postal ID, etc.). Present your Cedula.

Procedures in Getting Married in the Philippines

* Application of marriage license
* Attending required seminars and counseling
* Celebration of wedding or solemnization of marriage
* Release of marriage license
* Getting official NSO marriage certificate

Marriage Requirements in the Philippines

The first step of marriage here is applying for a marriage license. This is the most important requirement and document needed for your marriage in the church or civil wedding. You and your spouse must get this because it is need to verify your eligibility for marriage. All other documents are already included in getting marriage license so I listed them all here. I advise you prepare original and photocopy of each document.

* Application Form (provided by the LCR office)
* NSO Authenticated birth certificate
* Certificate of No Marriage (CENOMAR) issued by the NSO
* Community Tax Certificate (Cedula)
* Recent 1 x 1 Photo
* Affidavit of parental consent (if the bride and/or groom is 18-21 years old)
* Affidavit of parental advice (if the bride and/or groom is 22-25 years old)

Important notes:

If the applicant is a widow or widower, death certificate of the deceased spouse is needed.

If the applicant is a foreigner or not a Filipino citizen, he or she must provide a Certificate of Legal Capacity to marry issued by the embassy of his/her country in the Philippines.

Marriage License to the local civil registrar, he or she must also submit the following supporting documents:

1. Birth Certificate - Certified True Copy required of each the contracting parties with the respective registry number. This document is issued by the National Statistics Office (NSO).

2. Parents’ Consent (for 18-21 years old) or Parent’s Advice (for 21-25 years old): Under Philippine law, the legal age for marriage is 18. If the contracting parties are between the ages of 18 and 21, they must present written consent to the marriage from their father, mother or legal guardian. While any contracting party between the age of 22 and 25 must present written parental advice, i.e., a written indication that the parents are aware of the couple’s intent to marry.

3. Certificate of Attendance in a pre-marital counseling and family planning seminar conducted by the Division of Maternal and Child Health at the Municipal/City Hall in the same municipality or city where the contracting parties applied for the marriage license.

FOR FOREIGNERS: Philippine law requires a citizen or subject of a foreign country to obtain a Certificate of Legal Capacity to Contract Marriage. It is issued by the diplomatic or consular offices of his or her country, prior to the issuance of a marriage license in the Philippines. This serves as a clearance or permit from the consul as an actual proof of the subjectâ€™s civil status and his/her eligibility for marriage.

Marriage License requirements.

Birth Certificate or Baptismal Certificate

Residence Certificate (New Cedula)

I.D. Picture 1x1 (colored or black&white)

CENOMAR (Certificate of No Marriage NSO) - ages 18 years old or above

Consent: Ages 18-20 years old

Advice: Ages 21-14 years old (Parents should bring valid I.D. for signing the Advice or Consent)

Personal Appearance of Applicants

Validity of Marriage License - 120 days

DWSD Counseling - 8:00am Wednesday only - Ages: 18 years old - 24 years old

Family Planning - 1:00pm Wednesday only - Ages: 18 years old and above.

Pilot license for Private Pilot License (PPL)

The requirements for having the license are:

At least 17 years of age

At least a High School Graduate

Holds 2nd Class Medical Certificate

Flight Logbook (at least 40 Hours)

NBI Clearance

Passed the ATO Knowledge test

Passed the ATO Practical Flight Test and Oral Examination (Check ride)

NTC License (Radio telephony)

Commercial Pilot License (CPL)

An important requirement to become licensed Commercial Pilot is a Private Pilot license. Meaning, you can’t become a commercial pilot if you don’t have a PPL. CPL serves as your ticket to get a job, and get paid as a pilot. You will need about 220 hours of total flight time to get your CPL. The requirements for this license are:

At least 18 years of age

At least a High School Graduate

Holds a valid 1st Class Medical Certificate

Flight Logbook

NBI Clearance

Passed the ATO Knowledge test

Passed the ATO Practical Flight test and Oral Examination (Check ride)

Multi Engine and Instrument Rating

English Language Proficiency at least Level 4

NTC License ( Radio Telephony)

Airline Transport Pilot License (ATPL)

ATPL is the highest level pilot license. It allows the license holder to fly professionally as a pilot in command of multi-crew aircraft with a commercial airline company. This requires at least 1,500 hours of flight time to qualify for this license. The requirements for this license are:

Commercial Pilot License (CPL)

OFSAM Medical Certificate (Class 1)

Flight logbook of Flying time (at least 1,500 Hours)

ATO Certificate of ATPL Ground training

NTC License

English Language Proficiency (at least level 4)