

Instructions:

All sections must be completed. Kindly fill out the form in PRINT (blue/black ink). Write NA on the space when an item is not applicable and do not leave any item unanswered.

The status of application cannot be determined without the THREE (3) accomplished SSC RECOMMENDATION FORMS from the Principal, Class Adviser and Guidance Counselor and OTHER REQUIRED DOCUMENTS: (a) original birth certificate (NSO), (b) baptismal certificate, (c) photocopy of current report card and (d) health record (SSC form).

PASTE RECENT 2X2 PHOTO



St. Scholastica's College, Manila

APPLICATION FOR GRADE 7-12 ADMISSION

2560 LEON GUINTO STREET, MALATE, MANILA  
TELEPHONE: (632) 5677686 LOCAL 168/169 – FAX: (632) 5596348 EMAIL:  
[sscadmit@ssc.edu.ph](mailto:sscadmit@ssc.edu.ph) – WEBSITE: <http://www.ssc.edu.ph>

ENTRY LEVEL:

JUNIOR HIGH SCHOOL: GRADE \_\_\_\_\_ SENIOR HIGH SCHOOL: GRADE \_\_\_\_\_

APPLICATION NUMBER: \_\_\_\_\_ DATE OF APPLICATION: \_\_\_\_\_ RECEIPT NUMBER: \_\_\_\_\_  
STUDENT NUMBER: \_\_\_\_\_ SCHOOL YEAR: \_\_\_\_\_

PERSONAL INFORMATION

NAME: (On Birth Certificate) Last Name First Name Full Middle Name

Home Address:

Email Address: \_\_\_\_\_ Mobile Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Month Day Year

Religion: (accomplish Waiver for Non-Catholics on the last page)

- AGLIPAYAN
- BAPTIST
- BORN-AGAIN
- EVANGELICAL
- IGLESIA NI CRISTO
- JEHOVAH'S WITNESS
- MUSLIM
- PROTESTANT
- ROMAN CATHOLIC
- SEVENTH-DAY ADVENTIST
- OTHER CHRISTIAN: \_\_\_\_\_
- OTHER RELIGION: \_\_\_\_\_

Citizenship:

- FILIPINO
- DUAL CITIZEN, (specify, FILIPINO - \_\_\_\_\_)
- FOREIGN, specify: \_\_\_\_\_

Attach the following if with dual citizenship: Clear photocopy of Philippine Passport and Certificate of Recognition as a Filipino/Certificate of Re-acquisition of Citizenship/ Naturalization Certificate.

For Foreign Applicants, submit clear photocopy of the following (bring original for verification purposes): (a) passport (bio-page and stamps of latest departure and arrival in the Philippines), (b) Special Study Permit (SSP) or Student Visa or other latest Visa, (c) Alien Certificate of Registration or ACR I-Card, (d) transcript of records (authenticated by the Philippine Foreign Service Post from the country of origin), (e) report card (with English translation) and (f) Certificate from Department of Education for an applicant to qualify for applied level.

FOR FOREIGN, DUAL CITIZENS AND FILIPINOS BORN ABROAD

(1) Passport Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Date of Expiration: \_\_\_\_\_ Place Issued: \_\_\_\_\_

(2) Passport Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Date of Expiration: \_\_\_\_\_ Place Issued: \_\_\_\_\_

Immigration Status/Visa Classification:  SSP  Student  Missionary-9g  Pre-arranged-9g  other VISA: \_\_\_\_\_

PRESENT/ LAST SCHOOL'S OFFICIAL NAME:

SCHOOL ADDRESS (kindly check and specify):  MANILA  PROVINCE

Telephone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

**ACADEMIC BACKGROUND**

SCHOOLS ATTENDED: (with address)	FROM GRADE	TO GRADE	FROM SY	TO SY
Pre-School				
Grade School				
High School				

**ACADEMIC HONORS AND DISTINCTIONS**

Please list all academic honors, distinctions, awards earned. Use a separate sheet of paper if necessary. If top student, kindly submit a Certificate of Merit to the Admissions Office as soon as you receive it.

HONOR/AWARD:	GRADE LEVEL:

Include positions held (elected/appointed officer) and other special responsibilities/ extra-curricular activities:

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**ACADEMIC CONCERNS**

Did you fail in any subject(s)?

YES (Please provide the details below):

Grade Level/ Subject(s)/ Reason for Failure:

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NO

Did you ever have to repeat a grade/year?

YES, Grade Level: \_\_\_\_\_

Reason:

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NO

Did you ever have to stop studying?

YES, School Year: \_\_\_\_\_

Reason:

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NO

Any health-related condition that had or could affect academic performance and relationship in school? Kindly specify:

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## FAMILY DATA

FATHER:

MOTHER:

		FULL NAME		
		ADDRESS		
		BIRTHDAY/AGE		
		TEL.NO./MOBILE/EMAIL		
		NATIONALITY/RELIGION		
		OCCUPATION		
		BUSINESS ADDRESS/ TEL. NO.		
		EDUCATIONAL ATTAINMENT		
		SCHOOL GRADUATED FROM		

**MARITAL STATUS:**

- MARRIED AND LIVING TOGETHER
- SINGLE PARENT
- SEPARATED
- WIDOWED
- WIDOWED, REMARRIED

**BROTHERS/SISTERS (SSC/NON-SSC):**

LAST NAME	FIRST NAME	GRADE LEVEL/COURSE/ OCCUPATION	SCHOOL/BUSINESS ADDRESS	AGE

**GUARDIAN (if not living with parents):**

LAST NAME:	FIRST NAME:	MIDDLE NAME:	RELATIONSHIP:
COMPLETE ADDRESS:		EMAIL ADDRESS:	TELEPHONE NO.

**NAMES OF FAMILY MEMBERS/RELATIVES WHO STUDIED IN SSC MANILA OR OTHER BRANCH SCHOOLS:**

FULL NAME	LEVEL/COURSE	YEAR ATTENDED	RELATIONSHIP

REASON FOR BEING INTERESTED IN/ OR HAVING CHOSEN SSC?

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How did you learn about SSC?

- ADVERTISEMENTS:  NEWSPAPER  MAGAZINES
  - BROCHURES/ FLYERS/ POSTER
  - SCHOOL CAREER FAIR/TALKS/ ORIENTATIONS/VISITS
- REFERRED TO ME BY:
- PARENTS  SIBLINGS  RELATIVES  FRIENDS  ALUMNAE  PRINCIPAL  TEACHERS
  - GUIDANCE COUNSELORS  CLASSMATES

**AGREEMENT**

THE FOLLOWING MUST BE READ AND SIGNED BY THE APPLICANT AND THE PARENT(S) OR GUARDIAN:

We understand that this application and admission into St. Scholastica's College Manila are subject to the following conditions:

1. That it is our responsibility to provide accurate information in this application and authorize the verification of the given credentials as well as to provide all necessary documentary evidence of qualification and experience;
2. That any misrepresentation or omission of facts in the application will justify the denial or cancellation of admission;
3. That we will notify the Admissions Office of any change in status stated in this application and supporting documents from date of application to date of formal admission in the unit;
4. That credentials filed in support of this application which are received by the Admissions Office become the property of St. Scholastica's College and will not be returned to the applicant;
5. That we agree to comply with the rules, policies and regulations of St. Scholastica's College Manila when the applicant is accepted.

**DECLARATION**

We have read and understood all sections of this admissions package. We declare that to the best of our knowledge, the information supplied in this application and the documentation supporting it is correct and complete.

\_\_\_\_\_  
SIGNATURE OF FATHER

\_\_\_\_\_  
SIGNATURE OF MOTHER

\_\_\_\_\_  
SIGNATURE OF GUARDIAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**WAIVER FOR NON-CATHOLICS**

I/We as parents/guardians of \_\_\_\_\_, whose religion is \_\_\_\_\_ and an incoming \_\_\_\_\_ student, fully understand that St. Scholastica's College Manila is a Catholic Institution, thus, it is our choice to entrust our daughter's education in the school even if we belong to another religion.

I/We agree to let our daughter be exposed to and actively participate in all its school activities related to the practice of Catholic faith, may it be an academic or non-academic requirement.

As parents/guardians, we will respect Catholic teaching and practices. We shall not refute or disprove any of its lessons and practices so as not to confuse our daughter with her own religion.

CONFORME:

\_\_\_\_\_  
PARENT(S)/GUARDIAN NAME AND SIGNATURE

\_\_\_\_\_  
DATE

Note: A signed waiver by either parent or assigned guardian would mean that both parents are in agreement of the waiver's content.

**FOR OFFICIAL USE. DO NOT WRITE BELOW THIS LINE**

COMPLETE NAME: \_\_\_\_\_

Grade Level: \_\_\_\_\_ (for Senior High School) [ ] Grade 11 [ ] Grade 12 TRACK: \_\_\_\_\_

TEST RESULT:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ACTION TAKEN:

[ ] ACCEPTED

[ ] REJECTED

[ ] FOR RECONSIDERATION

ADMISSIONS OFFICER: \_\_\_\_\_

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