

## ACKNOWLEDGMENT LETTER (MEDICINE FOREIGN APPLICANTS)

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

FOR: **Lasallian Admission and Scholarship Opportunities**  
De La Salle Medical and Health Sciences 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 for Foreign Applicants of De La Salle Medical and Health Sciences Institute Lasallian Admission and Scholarship Opportunities. To wit:

1. The **Php 35,000.00** Reservation Fee is non-refundable and non-transferable should my son/daughter decide to discontinue/withdraw his/her application. However, the aforementioned amount shall be deducted from his/her total tuition fees should he/she continue with his/her application and should he/she enroll during the regular period.
2. The Reservation Fee shall be forfeited should my son/daughter 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 my son/daughter decide not to continue with his/her application.
4. I am giving my consent to the Student Welfare and Guidance and Counseling Service Department (SWGCS) / 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 **Seven Thousand Dollars (\$7,000.00)** during enrollment.
6. If the student decides to discontinue his/her 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 the student decide to change his/her 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. I should coordinate with the Liaison Officer of The Registrar for the requirements set by the Bureau of Immigration.
10. 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**

1. Original NMAT Results
2. Transfer Credential / Honorable Dismissal from previous school
3. Official Transcript of Records (TOR)
4. Diploma / Certificate of Graduation / Certificate of Candidacy for Graduation
5. Certificate of GWA / GPA
6. 2pcs. Certification of Recommendation from previous Professor
7. Notarized Sworn Statement (you can get Notarized Sworn Statement Form from the Lasallian Admission and Scholarship Opportunities)

**Additional Requirements for Foreign Applicants**

The following documents must be duly authenticated by the Philippine Mission Abroad (PMA) in the applicant's country with diplomatic red ribbon, original signature and seal. The Embassy's notation Seen and Noted shall not be accepted.

1. Photocopy of Passport photocopy of the data page of the applicant's passport showing the student's date and place of birth
2. Photocopy of Alien Certificate of Registration (ACR) / Certificate of Residence for Temporary Students (CRTS)
3. Notarized Affidavit of Support to cover for student's accommodation and bank certification
4. Photocopy of Birth Certificate
5. Police Clearance
6. Certificate of Completion for Improving Filipino Communication Skills (Special Filipino Class) from the Institute's Center for Internationalization, Academic Affiliations and Engagements (CIAAE)

**Admission Process and Procedure**

1. Submit the rest of the required documents together with the interview results which shall serve as the final bases for the applicant's screening and evaluation. All credentials and documents must be received on or before April 15 preceding the start of the school year (June). This is necessary because it takes time to process the student's papers through the Commission on Higher Education (CHED) and the Department of Foreign Affairs (DFA). Applications are processed by the CHED on a first come-first served basis. Late applications have no assurance of being approved by the CHED even if the student has been accepted by the medical school.
2. Undergo interview with the Collegiate of Medicine Admissions Committee to determine the motivation and qualification of the student. References and letters of recommendation are desirable.
3. Once accepted into the College of Medicine, a formal Notice of Acceptance shall be forwarded to the applicant by the Lasallian Admission and Scholarship Opportunities.
4. Wait for the student visa (through the DLSMHSI's The Registrar) before proceeding to Manila, otherwise, he/she has to return to his/her homeland to receive the visa.

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

cc: CM, The Registrar, File