



THE PALMRIDGE SCHOOL - GENERAL TRIAS

Preschool • Grade School • High School
Arnaldo Highway General Trias City, Cavite

ADMISSION TESTING / INTERVIEW SLIP

S.Y. ____ - ____

STUDENT'S INFORMATION	DepEd Learner Reference Number (LRN): <input type="text"/>									
Student's Legal Name: _____ (Birth Certificate) Last Name/Surname First Name/s Middle Name Nickname										
Date of Birth: _____ Age: _____ Gender: <input type="checkbox"/> M <input type="checkbox"/> F Citizenship: _____ Month Day Year										
Place of Birth: _____ Religion: <input type="checkbox"/> Catholic <input type="checkbox"/> Christian <input type="checkbox"/> Muslim <input type="checkbox"/> Others: _____ City Country										
Home Address: _____ House No. and Street Village/Subdivision Municipality/City Province/State Zip Code										
Home Phone No./s: _____ Mobile No./s: _____										
Language/s Spoken: _____ E-mail: _____										
Last School Attended: _____ Grade/Level: _____										
School Address: _____ Year Attended: _____										
Father's Name: _____ Contact Nos.: _____										
Occupation: _____ Company: _____										
Mother's Name: _____ Contact Nos.: _____										
Occupation: _____ Company: _____										
Guardian's Name: _____ Contact Nos.: _____										

For Senior High School Applicants ONLY ACADEMIC TRACK (Please choose one)

- Science, Technology, Engineering, and Mathematics (STEM) Humanities and Social Sciences (HUMSS)
 Accountancy, Business and Management (ABM) General Academic Strand (GAS)

NATIONAL CAREER ASSESSMENT EXAMINATION (NCAE) RESULT

Track (First Choice): _____ Track (First Choice): _____
 Strand : _____ Strand : _____

(DO NOT FILL THIS PORTION. FOR TPS USE ONLY)

Schedule of Entrance Examination: Accounting / Cashier's Office: **Test Result:** ____ % () Passed () Failed
 Date: _____ O.R. # _____ **Interviewed by:** _____
 Time: _____ [] a.m. [] p.m. Date: _____ **Assessment:** () Qualified () For Reservation
 Incoming Level: _____ Signature _____ () Not Qualified () For Re-assessment

REQUIREMENTS FOR ADMISSION TESTING AND INTERVIEW

- Certified True Copy of latest Report Card with an average not lower than 81% (for Elementary and Secondary) in all major subjects as well as in conduct
- Photocopy of NSO/PSA Birth Certificate
- Letter of Recommendation / Good Moral Character
- 1 long brown envelope
- Testing Fee

REQUIREMENTS FOR ENROLLMENT

- Two (2) copies of 1.5" x 1.5" and Three (3) (1"x1") colored photos
- Photocopy of parents' marriage certificate (if applicable)
- Recent family photo
- Photocopy of Baptismal / Dedication Certificate
- Original Copy of Report Card (Form 138)
- Medical Certificate of Good Health
- Certified True Copy of Government Permit / Recognition of former school
- Original copy of Transcript of Records (Form 137)
- Photocopy of National Achievement Test (NAT) Certificate of Rating
- Photocopy of National Career Assessment Examination (NCAE) Result
- Accomplished TPS Enrolment Form
- Accomplished TPS Student Health Record Form

Additional requirements for:

Non-Filipino citizens:

- Photocopy of the Alien Certificate of Registration (A.C.R.)
- Study Permit issued by the Bureau of Immigration (B.I.)
- Photocopy of student's and parents' passport number, date of issue, place of issue, and type of visa (bring original passports for verification)
- Letter request from the duly appointed guardian/parents if in the country (BOI Requirements)
- Affidavit of support and the proof thereof / Guaranty of return to country of origin
- Affidavit executed by the parents appointing said guardian to take custody and care over the minor-applicant (if executed outside the Philippines, the same must be duly authenticated to be admitted as foreign document/s; if executed in the Philippines, parents' passports must be presented)
- Photocopy of the guardian's passport reflecting authorized stay, if guardian is an alien and not a mere 9(a) visa holder
- Authenticated scholastic records (with English translation of the student's name, subjects, grades, and grade/year level) by the Office of the Philippine Embassy / Office of the Consular Official in the applicant's country of origin or place of residence which has jurisdiction over the issuing school
- Students with dual citizenship must submit the Identification Certificate as a Filipino Citizen issued by the B.I.

Students with Dual Citizenship:

- Identification Certificate as a Filipino Citizen by the B.I.

Note: A student *will not be considered officially registered* unless he/she has submitted COMPLETE transfer documents. NO OFFICIAL DOCUMENT (certifications, report cards, transcripts, etc.) shall be released by the school to students with INCOMPLETE transfer documents.

All documents submitted shall not be returned and shall become the property of the school.

OTHER IMPORTANT INFORMATION (Please read):

- Interview and/or admission testing shall be scheduled and conducted within school premises. Applicant's non-appearance on scheduled interview and testing shall NOT be entitled to a refund of fees paid for scheduling of these.
- Parents or guardians of applicants who pass the interview and tests shall be required to sign a Pre-Enrolment Agreement / Pre-requisite for Admission and should secure a slot to level and school year applied for.
- The Pre-Enrolment Agreement shall be valid only within the prescribed enrolment period, when paid for and confirmed by any school official. In case of failure to enrol within the prescribed period, the slot shall be given to other applicants seeking admission.
- Upon enrolment, the Reservation Fee (which is part of the school fees and shall be deducted from school fees' total amount) must be settled but is NON-REFUNDABLE and NON-TRANSFERABLE.
- In NO case should the Reservation Fee be considered as a student's confirmation or acceptance in school. Only when proper school fees have been paid, and required transfer credentials have been submitted, shall the student be considered accepted in the level applied for.
- Student transferees denied admission due to academic or behavior reasons need not re-apply.
- **MODE OF PAYMENTS:** Payments shall be done in FULL, QUARTERLY, or MONTHLY basis.
- Recording (video and photo) of interviews, enrolled children, classroom, materials, premises, etc. is NOT ALLOWED.

I / We have read and understood, and shall abide by, the Pre-Admission policies of The Palmridge School.

Parent's / Guardian's Signature above Printed Name

Date