PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM

ENROLMENT CHECKLIST

for Grade 7/Lateral Entrants

NAME_________________________________________________ GRADE LEVEL _________ SY_________ Student No.: __________

(family name first)

<table>
<thead>
<tr>
<th>STEP</th>
<th>REQUIREMENTS</th>
<th>SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEP 1</td>
<td>REGISTRATION</td>
<td>1 Student Information Sheet w/ 2 pcs. recent 1x1 picture</td>
<td>Registrar</td>
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<td></td>
<td></td>
<td>2 Original Form 137 (Official Transcript of Records)</td>
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<td>3 Original PSA - provided Birth Certificate</td>
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<td>4 Legal Guardianship Papers (if applicable)</td>
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<td>5 Signed Scholar's Oath</td>
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<td>6 Scholarship Agreement (4 sets original copies)</td>
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<td>7 Notarized Application for Categorization Form</td>
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<td>8 Notarized Statement of Assets and Liabilities of the Family (if applicable)</td>
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<td>9 Income tax Returns (ITR) of parents for the past 2 years</td>
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<td>10 Certification from non-filing of ITR in the last 2 years</td>
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<td>11 Unemployment/Retirement Papers (if applicable)</td>
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<td></td>
<td></td>
<td>12 Certified True copy of the latest Tax Declaration(s) of all real properties by Municipality/City Assessor OR Certification of No Landholding or Real property by Municipal/City Assessor</td>
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<td>13 Certificate of registration of vehicles (if applicable)</td>
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<td>14 Electric bills for the last 3 months or a statement of electric consumption from the power utility firm in the last 3 months</td>
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<td>15 One (1) legal size brown folder (for the above documents)</td>
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<tr>
<td>STEP 2</td>
<td>RESIDENCE HALL</td>
<td>1 Residence Hall Application Form w/ recent 1x1 picture</td>
<td>Residence Halls Head</td>
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<td>2 Parent’s/Guardian’s Instruction Sheet</td>
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<td>3 Residence Hall Contract</td>
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<td>4 List of Appliances/Electrical Devices form</td>
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<tr>
<td>STEP 3</td>
<td>HEALTH SERVICES UNIT</td>
<td>1 Health History and Personal Data Sheet w/ 1x1 picture</td>
<td>Nurse</td>
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<td>2 Medical/Dental Consent Form</td>
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<td>3 Complete Physical Examination</td>
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<td>4 Laboratory Results</td>
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<td></td>
<td></td>
<td>a. Chest X-ray</td>
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<td>b. Urinalysis</td>
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<td>c. CBC and Blood Typing</td>
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<td>d. HbsAb and HbsAg</td>
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<td>e. Fecalysis</td>
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<td>STEP 4</td>
<td>GUIDANCE UNIT</td>
<td>1 Parent’s Questionnaire</td>
<td>Guidance Associate</td>
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<td>2 Cumulative Records</td>
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<td>3 In-take Interview</td>
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</table>

Note: Requirements 1-6 are mandatory. Non-submission of requirements number 7-17 for the Scholarship Categorization shall entitle the scholar to a monthly stipend only.