



# University of the Philippines

## APPLICATION FOR SHIFTING

\_\_\_\_\_ Semester, Academic Year \_\_\_\_\_

**DOCUMENTS FOR SHIFTING APPLICATION:**

1. Accomplished Application Form
2. Application Letter
3. True Copy of Grades (TCG) in all semesters enrolled

Attach here  
2x2 photo

*Shifting Application to another Degree Program Within the College (Shifting 1)*  
*Shifting Application to another Degree Program from Constituent Universities (Shifting 2)*

**NAME** (Last, First, Middle) \_\_\_\_\_ **STUDENT NO.:** \_\_\_\_\_

**CURRENT COLLEGE/SCHOOL:** \_\_\_\_\_ **CURRENT DEGREE PROGRAM:** \_\_\_\_\_

**DESIRED COLLEGE/SCHOOL:** \_\_\_\_\_ **DEGREE PROGRAM APPLIED FOR:** \_\_\_\_\_

**CONTACT NO.:** \_\_\_\_\_ **UP EMAIL ADDRESS:** \_\_\_\_\_

\_\_\_\_\_ Total number of units passed in all semester enrolled (excluding HK and NSTP courses)

\_\_\_\_\_ Running General Weighted Average (GWA)

**Reason for shifting:** \_\_\_\_\_

*I have read the University of the Philippines' Privacy Notice for Students.*

*I grant my consent to and recognize the authority of the University of the Philippines to process my personal and sensitive personal information, pursuant to the abovementioned Privacy Notice and applicable laws in connection with my application to shift/transfer/ be admitted as a student of UP \_\_\_\_\_.*

*I likewise consent to and recognize UP's authority to post online and/or in UP bulletin boards at its option my name and program in the event I qualify for admission in order for the University to comply with its Charter and uphold the principle of transparency in the admissions process.*

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Signature of Parent/Guardian over printed name

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### ACTION OF THE DEPARTMENT

**Qualified for** \_\_\_\_\_ **effective:** \_\_\_\_\_  
*Degree/Program* *Semester/Year*

**Conditions (if applicable):** \_\_\_\_\_

**Refused/Denied**

**Remarks:** \_\_\_\_\_

\_\_\_\_\_  
**Department Chair/Director**

\_\_\_\_\_  
**Student signature over printed name**  
Date: \_\_\_\_\_

Noted by:

\_\_\_\_\_  
**JAMES ROLDAN S. REYES**  
**College Secretary**