

## ANNOUNCEMENT

TO THE

### CERTIFICATE IN FORESTRY APPLICANTS

First Semester 2018-2019

**Application to the Certificate in Forestry Program** of the College of Forestry and Natural Resources (CFNR) **for SY 2018-2019** will be **23 April 2018 until 15 June 2018.**

#### QUALIFICATION:

**High school graduates** with a **general weighted average of 88% or better** in all his/her academic subjects taken in high school from first year to fourth year or **belonging to the upper 30% of the graduating class** (an authenticated certification from the school principal indicating the rank of the student and students' rank listing is needed).

#### APPLICATION PROCEDURE:

1. Submit to the Office of the College Secretary (OCS) the following documents:
  - a. original and xerox copies of:
    - i. **Form 137-A (Student's Secondary Permanent Record)**  
- **Grades with erasures or super imposures even initialled will not be accepted**
    - ii. **Form 138 (Fourth Year Card)**
    - iii. Authenticated certification from the school principal indicating the rank of the student together with the list of students belonging to the upper 30% with the corresponding general average (if applicant did not meet GWA of 88% or better)
    - iv. **NSO birth certificate**
  - b. Two copies "1x1" recent photograph (black and white)

2. Secure Application Form and Account symbol (for payment of Application Fee) from the Office of the College Secretary
3. Submit duly accomplished application form and the official receipt of payment at the Office of the College Secretary

If UPLB/UP dependent, please submit two copies of:

- a. Certificate of parent's employment from the Human Resources Development Office (HRDO)

### **SCREENING OF APPLICANTS:**

1. Applicants will be screened according to a set of admission criteria including an **Entrance Test** (aptitude test) **scheduled on 22 June 2018, 8:00 A.M.** at the Artemio V. Manza Room, Dean Florencio R. Tamesis Hall, College of Forestry and Natural Resources
2. The list of qualifiers will be posted at the **fb page** of the College Secretary's Office, **CFNR**
3. Qualifiers to the first screening **must get the Physical/Medical Permit** from the OCS **starting June 22 – 29, 2018**. They must undergo a **physical/medical examination at the University Health Service on July 3 – 4, 2018**. You can have your chest x-ray outside the university however, the x-ray plate must be submitted to the University Health Service on your scheduled physical/medical examination.
4. All qualifiers must undergo and pass a **FIELD TEST** scheduled on **July 20, 2018 (Friday) at exactly 7:00 A.M.**
5. The final list of prospective Certificate in Forestry students for SY 2018-2019 will be posted immediately after the field test.

**MUTYA MA. Q. MANALO**  
College Secretary