INSTRUCTIONS ON HOW TO CONFIRM YOUR DECISION TO ENROLL IN THE UNIVERSITY OF THE PHILIPPINES MANILA

You have to confirm your intention to enroll at the University of the Philippines Manila (UPM) for the First Semester, Academic Year 2013 - 2014. Failure to inform the Office of the University Registrar of UP Manila within the specified confirmation period will result in the cancellation of your slot.

General Instructions

Confirmation Period: 15 February to 18 March 2013

You may confirm your decision to enroll either online (freshman.up.edu.ph) via Internet, email, in person, mail, fax, telegram or fast delivery/courier service.

Confirmation via e-mail or by telegram

You may also confirm by e-mail addressed to registrar@post.upm.edu.ph or by telegram addressed to the Office of the University Registrar, UP Manila, Padre Faura, Manila. Your confirmation by email or telegram must include the following: (1) name, (2) student number, (3) degree program you intend to enroll in, (4) updated contact numbers (cellphone or landline numbers)

Confirmation Online via Internet

Go to URL http://freshman.up.edu.ph and log in using your assigned student number and PIN indicated in your admission notice. Please update your landline telephone number and cellphone number. Specific instructions will be found in the website. Please be guided accordingly.

Confirmation by Other Means

If you cannot confirm through email or by telegram, you may also confirm using any of the following:

*In person, by mail, fax or courier service.

Fill out and return the enclosed UP Form C1 to:

Office of the University Registrar
UP Manila, Padre Faura, Ermita, Manila 1000

or Fax to (02) 5240534