

OFFICE OF THE UNIVERSITY REGISTRAR  
University of the Philippines Manila (*The Health Sciences Center*)

7 May 2018

**The Principal/Registrar**

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Dear Sir/Madam:

Mr./Ms. \_\_\_\_\_ has been admitted to the College of \_\_\_\_\_, University of the Philippines Manila as an incoming first year student, with Student No. \_\_\_\_\_, for the First Semester, Academic Year 2018-2019.

May we request for a copy of his/her Form 137?

Thank you.

Very truly yours,

  
**TRISTAN NATHANIEL C. RAMOS, DDM, MPH**  
University Registrar

Note: Please entrust the documents to the bearer in a sealed and signed envelope.

### STUDENT DIRECTORY

PLEASE WRITE IN BLOCK LETTERS. Use an X mark in answering information provided by a box ()

STUDENT NUMBER	NAME (Family, Given, Middle, Maiden)	COLLEGE	DEGREE COURSE	MAJOR
SEX <input type="checkbox"/> Male <input type="checkbox"/> Female	CIVIL STATUS <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Divorced	CITIZENSHIP <input type="checkbox"/> Filipino	DATE AND PLACE OF BIRTH	
PRESENT ADDRESS		TEL. NO.	PERMANENT HOME ADDRESS	TEL. NO.
SCHOOLS ATTENDED STARTING FROM HIGH SCHOOL		DIPLOMA / TITLE DEGREE	DATE OF GRADUATION	HONOR RECEIVED
ENROLLMENT IN THE UNIVERSITY OF THE PHILIPPINES				
First Enrollment: UP College/School of .....		Semesters Academic Yr. ....		
Last Enrollment: UP College/School of .....		Semesters Academic Yr. ....		
Degree Obtained, if any .....		Date of Graduation .....		
PARENTS/GUARDIAN/SPOUSE				
		Living	Deceased	
1. Father's Name .....	<input type="checkbox"/>	<input type="checkbox"/>	ADDRESS	
2. Mother's Name .....	<input type="checkbox"/>	<input type="checkbox"/>	1. ....	TEL. NO.
3. Guardian's Name .....	<input type="checkbox"/>	<input type="checkbox"/>	2. ....	OCCUPATION
4. Spouse's Name .....	<input type="checkbox"/>	<input type="checkbox"/>	3. ....	.....
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY		ADDRESS		TEL. NO.
STUDENT PLEDGE				
I hereby certify that all the information given above are correct. In consideration of my admission to the UNIVERSITY OF THE PHILIPPINES and of the privileges of a student in this institution, I hereby promise and pledge to abide by and comply with all the rules and regulations laid down by competent authority in the University and in the College or School in which I am enrolled				
Email Address: .....			(SIGNATURE OF STUDENT)	

PLEASE INFORM THE OFFICE OF THE DEAN AND THE UNIVERSITY REGISTRAR ABOUT ANY CHANGE IN THE DATA

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