



AFFIDAVIT OF ENROLLMENT UNDERTAKING

This form should be completely filled out by a student/parent with incomplete enrollment requirements. It should be accomplished and submitted to the Office of the University Registrar (OUR) upon enrollment. Take a photo of the accomplished and signed form for record purposes.

I _____

Last Name	First	Middle Name	Suffix
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UA Student No. _____, a resident of _____

with mobile no. _____ and email address _____

hereby sign this Affidavit of Undertaking/Agreement freely and with full understanding of its content.

I choose to enroll in UA in the _____ under the _____

Semester	Academic Year	Program (Course)
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I certify that I was previously enrolled at _____

Name of Previous School including Address

under the _____ in the _____

Grade/Program	Semester	Academic Year
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and graduated on _____.

Date of Graduation

I intend to enroll in UA due to _____

Reason for enrolling in UA

I can not submit the enrollment requirement/s with X mark:

- 1. Enrollment Requirements for College Freshmen**

 - 1.1 Original copy of Grade 12 Second Form 138* (with remarks "Eligible for College")
 - 1.2 Original Copy of Certificate of Good Moral Character
 - 1.3 Photocopy of PSA Birth Certificate
 - 1.4 Photocopy of PSA Marriage Certificate (if married)
 - 1.5 Two (2) copies of 2 X 2 photos
 - 1.6 Accomplished UA Student Information Sheet To be accessed via bit.ly/UA_studentinfosheet
- 2. Enrollment requirements for transferees and DEGREE HOLDERS**

 - 2.1 Original copy of Certificate of Eligibility to Transfer
 - 2.2 True Copy of Grades for evaluation purposes*
 - 2.3 Original copy of Certificate of Good Moral Character (not required for degree holders)
 - 2.4 Photocopy of PSA Birth Certificate
 - 2.5 Photocopy of PSA Marriage Certificate (if married)
 - 2.6 Two (2) copies of 2 X 2 photos
 - 2.7 Accomplished UA Student Information Sheet

*UA will request the Form 137 from the student's Senior High School and the OFFICIAL TRANSCRIPT OF RECORDS with the remarks "Copy for the University of the Assumption" from the transferee student's or degree holder's previous Higher Education Institution.

I understand that I will be temporarily enrolled for failure to submit complete enrollment requirements. Upon the submission of the requirements, I will be officially enrolled and the HOLD ORDER in my UA SERP will be lifted. With these circumstances, I undertake to:

- 1. Do what is legally permissible for the release of my academic credentials from my previous school and/or my PSA Birth or Marriage Certificate (if married).
 - 2. Submit the Original hard copies of academic documents and other requirements on or before _____.
- Without the complete enrollment requirements submitted to UA after the required period, I fully understand that:
- 1. My temporary enrollment will be nullified.
 - 2. I can not be issued any academic document such as the Copy of Grades, Certificate of Enrollment and Registration, Official Transcript of Records, Transfer Credentials, etc.
 - 3. I can not access my SERP account for the viewing of grades due to HOLD ORDER.
 - 4. I can not enroll in the next semester.

With all the foregoing, I shall hold free from any liability, whether civil, criminal, administrative, the University personnel who are involved in my acceptance and enrollment and the enforcement of any law or rule and the obligations provided in this document. Attested this(day) _____ of (month) _____ at (place) _____.

Signature over Printed Name of Student/Date	Signature over Printed Name of Parent/Guardian/Date (if student is a minor)	Mobile No. of Parent/Guardian/Date (if student is a minor)
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Received by: _____
Registrar's Personnel and Date