

TOYOTA MOTOR PHILIPPINES SCHOOL OF TECHNOLOGY FOREIGN STUDENT ADMISSION REQUIREMENTS

Foreign students are non-Filipino citizens seeking admission to TMP Tech. They will be admitted after satisfying **ALL** admission requirements for foreign students. All foreign student-applicants must consult and coordinate with the Office of the Registrar regarding concerns on admission requirements.

As TMP Tech students, they are expected to observe and recognize its vision, mission, and goals.

A. Basic Foreign Student Requirements for Admission to TMP Tech

- a. Passing the TMP Tech Admission Examinations & Interview as substitute for written examination at TMP Tech, the foreign student-applicant will be required to submit duly accomplished and signed 'Evaluation Questionnaires' via email.
 - b. TMP Tech may further require interview of the foreign student-applicant via video conferencing.
1. Passing the Medical Examinations
 - a. After passing the admission examinations and interview, the foreign student-applicant must submit medical history and latest medical examination results (not more than 6 months) for initial assessment of the medical/health condition.
 - b. When already in the Philippines, the foreign student-applicant must undergo medical examination at TMP Tech accredited hospital/clinic and submit results for confirmation of the medical/health condition.
 2. Special Study Permit (SSP) from the Philippine Bureau of Immigration
 - a. SSP applies to foreign student who would like to seek admission in school, below 18 years old and or will take non-degree courses in the Philippines.
 - b. SSP is required before any foreign student can officially enroll.

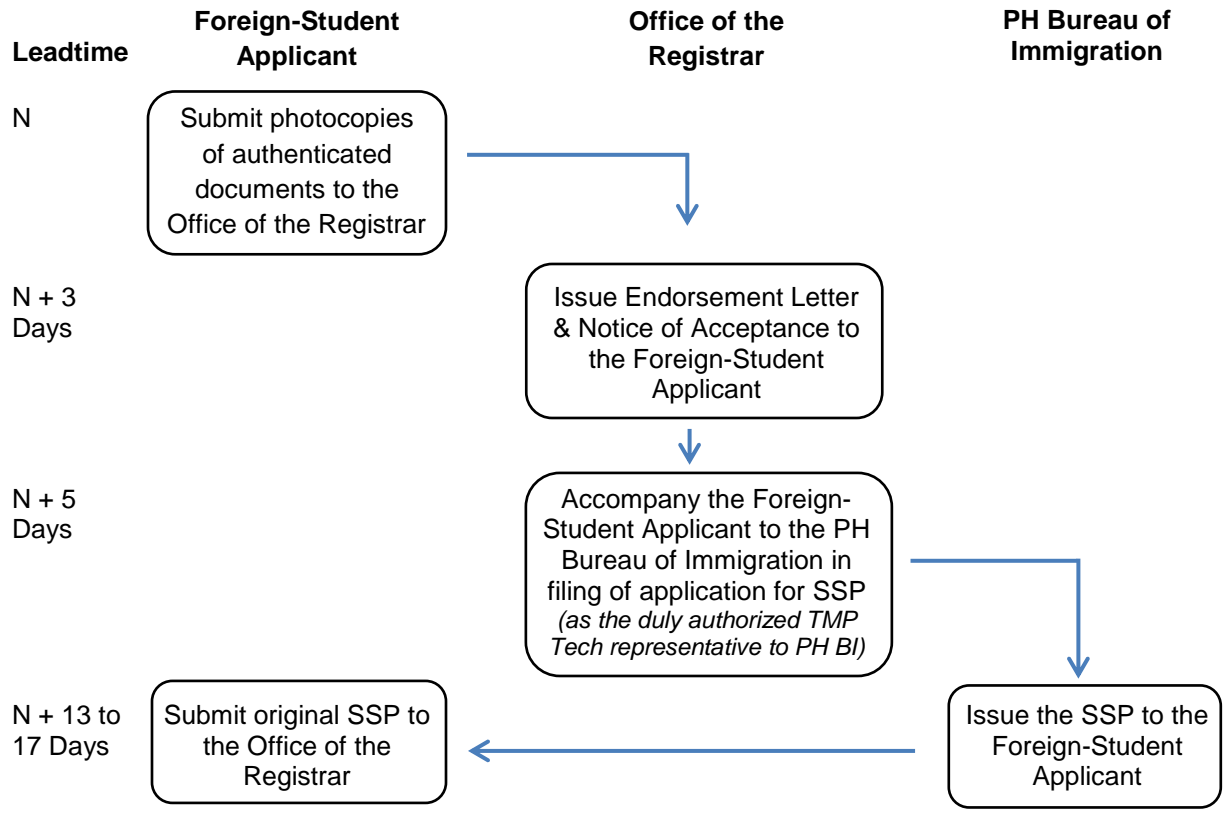
B. Documentary Requirements for Admission to TMP Tech

1. Duly authenticated documents by the Philippine Embassy, Consulate or Philippine Foreign Service Post having consular jurisdiction over the country of origin or legal residence to be submitted in duplicate:
 - a. Official Transcript of Records/Scholastic Records
 - b. Notarized Affidavit of Support or Proof of Adequate Financial Support to cover expenses for student's accommodation and subsistence, school dues, and other incidental expenses together with bank statement
 - c. Police Clearance Certificate issued by the National Police Authorities in the student's country of origin or legal residence.
2. Additional documents to be prepared when the student is already in the Philippines:
 - a. Student Data Sheet (Forms are available at the Office of the Registrar)
 - b. Quarantine Medical Clearance Certificate (stamped in the passport) issued by the National Quarantine Office (located at the back of the Manila Hotel, Intramuros, Manila)
 - c. Two (2) photocopies of passport pages bearing the student's name, photo, birthday and birthplace; data and stamp of the latest arrival;
3. Special Study Permit issued by the PH Bureau of Immigration

An Endorsement Letter for the Bureau of Immigration and a Notice of Acceptance will be issued by the Office of the Registrar after the foreign student-applicant has completed Item Nos.1 & 2 as requirements for SSP application with the PH Bureau of Immigration.

4. Alien Certificate of Registration (ACR) indicating the student's visa status.

C. Application Procedure for Admission of Foreign Students
(After Passing the Admission Examinations & Interview)



N = Day 1 start of submission

D. Documentary Requirements for SSP Application at the PH Bureau of Immigration
(To be checked/verified by the Office of the Registrar):

1. Checklist
2. Request Letter (Notarized)
3. Two (2) General Application Forms with 2x2 Photos (Notarized)
4. Notice of Acceptance (from Office of the Registrar)
5. Letter of endorsement to the Commissioner of Bureau of Immigration (Notarized)
6. Original and photocopy of Passport (bio page, latest arrival, latest departure & stamp of authorized stay (must be at least 20 days)
7. Photocopy of I-card (ACR), front and back
8. Photocopy of TMP Tech Representative's ID
9. Contact information