



SCHEDULE OF ENTRANCE EXAMINATION

For NEW FIRST YEARS and TRANSFEREES

NOTE: USC graduates, students graduated with honors from other school, and board top notchers are exempted in the entrance examination.

FIRST SEMESTER, AY 2019–2020

I. Schedule: Monday to Saturday

TIME: 9:30–10:30 A.M.

PAYMENT: P250.00 (pay at the USC Teller)

Registration starts on **April 29, 2019**

REQUIREMENTS (for entrance exam):

- B.S. degree Transcript of Records
- P250.00 payment at USC Teller
- 1 copy 1 x 1 photo (colored)
- 3 copies of 2 x 2 photo (colored w/ white background)

Procedure to follow for the **REGISTRATION:**

Note: Registration should be done before exam date.

- Present Transcript of Records to the Office of the Dean, 4th floor, Law and Business School Bldg. for validation and scheduling of the entrance examination.
- Proceed to the Admissions Office for encoding of Student Data Information (located at the lobby of the main building)
- Pay P250.00 as exam fee at the Bursar's/Teller's Office
- Proceed to the Testing Office for the schedule of Exam. Present Referral Slip, OR and 2 pcs 2 x 2 photographs (colored with white background)
- Go back to the Office of the Dean for the recording of O.R. # (*submit photocopy of O.R.*) and issuance of exam slip (at this point, 1 copy of 1 x 1 picture is required)

Things to bring during the exam schedule:

- Test Permit
- official receipt of exam payment
- Mongol 2 pencil

REQUIREMENTS FOR ENROLMENT:

- Passing score in the Entrance Examination (Exempted are *USC graduates, honor graduates and board placers*)
- Transcript of Records (original or certified copy)
- Certificate of Eligibility into the Law Course (C1) from the USC Registrar (can be applied after passing the entrance examination) *for USC students, students graduated with honors from other schools or board placers, secure a **certificate of exemption** at the College of Law Dean's Office (present certificate or any proof that you graduated from USC, graduated with honors from other school or a board placer)*
- Honorable Dismissal (for non-USC graduates)
- Certificate of Good Moral Character (for non-USC graduates)
- 1 copy 2 x 2 picture (black & white or colored)
- NSO/PSA Birth Certificate

ENROLMENT SCHEDULE FOR INCOMING FIRST YEAR STUDENTS:

May 6, 2019 until August 10, 2019