



ANNOUNCEMENT

(as of March 15, 2021)

**Online Admission and Reservation Process for
Incoming Grade 11 for AY 2021–2022**

IMPORTANT! In strict compliance with the national health and safety guidelines in the workplace during the COVID-19 pandemic, the University of San Carlos firmly observes hygienic and physical-distancing measures to protect the administrative and general staff of its offices and campuses.

Thus, it is discouraged to visit the offices of USC Senior High School for admission and enrolment. Applications for admission and reservation for enrolment are to be performed online, via the Internet.

STEP 1: Applicants scan the following documents for uploading through the online application form.

- a. 2nd grading report card or grade slip
- b. PSA-issued Birth Certificate
- c. Junior High School ID or a certificate of enrolment
- d. Recent 2×2 picture with white background and in decent attire

STEP 2: Applicants fill out the Admission Application Online Form:

- For ***NON-USC Junior High School Grade 10 completers***, please go to this link to apply and upload the required documents:

<https://ismis.usc.edu.ph/Apply>

Please choose the following options for

- a. YEAR: **2021–2022**
 - b. Academic Period: **1st semester**
 - c. Student type: **SENIOR HIGH**
- *Take note of the USC ID number that will be issued once the form is successfully submitted.*
- For ***USC Junior High School Grade 10 completers***, go to this link to apply and upload the required documents. Please use **your USC email address** to access the Online Google Form:



<https://forms.gle/DTkVfzywmqDyXVXX8>

A confirmatory email will be sent when the applicants comply with the grade requirement for a particular strand/track they are applying for.

STEP 3: The USC Senior High Admission Committee will evaluate the applicant's grades based on the requirements set by the Principals:

ABM	HUMSS / Arts & Design	STEM
A grade of 85 and above in <i>Math</i> and <i>English</i> for the 2 nd quarter. No grade below 80 for the rest of the subjects.	A Grade of 80 and above in ALL subjects for the 2 nd quarter.	A grade of 85 and above in <i>Science</i> , <i>Math</i> and <i>English</i> for the 2 nd quarter. No grade below 80 for the rest of the subjects.

NON-USC JHS applicants can check the status of their submitted application through this link in ISMIS:

<https://ismis.usc.edu.ph/AdmissionMonitoring>

STEP 4 (***for NON-USC JHS applicants only***): Once applicants get accepted for admission, they must pay the Reservation Fee / Enrolment down payment of **two thousand pesos (Php 2,000.00)** through the USC accredited payment channels.

This is the link to download the list of payment channels:

<http://www.usc.edu.ph/wp-content/uploads/News/2021/Payment-Centers-revised-15.pdf>

STEP 5: A Reservation Slip will be issued through email once the whole admission process has been accomplished. Further instructions would be detailed in the reservation email.

For further information, please send your inquiries to the Office of the USC Senior High School Registrar via the following contacts:

EMAIL: shsadmission-apply@usc.edu.ph

MOBILE: **+63 999 226 7546**

LANDLINE: **(+63 32) 230 0100 local 807** (STEM)

(+63 32) 230 0100 local 703 (For ABM, HUMSS and Arts & Design)