



ANNOUNCEMENT

**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 should 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 with a recent 2×2 picture

STEP 2: Applicants must fill out the SHS Admission Application Online Form here:

<https://forms.gle/9zoZpcKZemXuoa67>

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

STEM and ABM applicants	HUMSS and AD applicants
A grade of 85 and above in ALL subjects for the 2 nd quarter	A grade of 80 and above in ALL subjects for the 2 nd quarter

A confirmatory email will be sent when the applicants comply with the grade requirement for a particular strand they are applying for. For those who do not meet the grade requirement, you can re-apply once the 3rd quarter report card is available.

*STEP 4: Once applicants get accepted for admission, they must pay the Reservation Fee/ Enrolment downpayment of **two thousand pesos (Php 2,000.00)** through any of the USC-accredited payment channels as detailed in the confirmatory email, in order to secure a slot for a particular strand.

**Only for Non-USC Grade 10 completers*

STEP 5: A Reservation Slip will be issued through email once the Reservation Fee/ Enrolment downpayment has been confirmed. Further information and 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:

EMAIL: shsadmission-apply@usc.edu.ph

MOBILE: **+63 999 226 7546**

TRUNKLINE:

(+63 32) 230-0100 loc. 807 (USC North Campus for STEM)

(+63 32) 230-0100 loc. 703 (USC South Campus for ABM, HUMSS, and Arts & Design)