



**Office of International
Linkages** *Diliman*

University of the Philippines Diliman
International Student Exchange Program Information Sheet
Academic Year 2021-2022

I. General Information

Name of University	University of the Philippines Diliman
Office	Office of International Linkages Diliman Office of the Vice-Chancellor for Academic Affairs
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II. Exchange Information

About the University

The **University of the Philippines (UP)** is the country's national university. This premier institution of higher learning was established in 1908 and is now a university system composed of eight constituent universities and one autonomous college spread throughout 17 campuses in the archipelago. In 2012, the Commission on Higher Education declared 24 units of the university as Centers of Excellence; while 6 units have been declared as Centers of Development.

UP Diliman is one of the constituent units (CUs) of the University of the Philippines System. Located in Quezon City, Metro Manila. UP Diliman is the most comprehensive CU in terms of academic programs, that include 296 undergraduate and graduate degree programs. UP Diliman is composed of almost 50 percent of the entire UP System student population. The university is also home to a number of national and international institutes and research centers.

Academic Calendar

Academic year in the University of the Philippines is divided into two (2) semesters and a midyear term:

Fall/First Semester : September to December*

Spring/Second Semester : January to May*

Summer/Midyear Term : June to July*

Detailed university academic calendar can be accessed through the link : <https://our.upd.edu.ph/acadcal.php>

*The academic calendar has not been finalized for AY2021-2022.

Accommodation

On-campus Dormitories

Acacia Residence Hall

Capacity: Three (3) persons per room

Lodging: Php 3,000 per month

Electricity: Php 500 per month

(Estimated depending on the electricity usage)

Amenities: Bed w/ foam, tables and chairs

Centennial Residence Hall

Capacity: Four (4) to six (6) persons per room

Lodging: Php 1,500 per month

Electricity: Php 500 per month

(Estimated depending on electricity usage)

Amenities: Bed w/ foam, tables, chairs, cabinets

Fees exclude laundry and food services. Students have to pay Php100 for drinking water fee. Upon check in, students should provide their own cabinets, bed covers, pillows and fans. Students have to pay for two months advance at the start of the semester plus other association fees.

The dormitories are non-smoking facilities and cooking is not allowed.



Off-campus Housing

There are several student housings within and around the university. Apartments and condominiums are available along Katipunan Avenue. Students who prefer to stay off-campus have the discretion to look for their own accommodation. They will have student buddies that can provide help for them. **Once settled, students have to inform the office the name and address of their accommodation.**

Estimated Expenses

Insurance

Students must avail overseas medical insurance from their respective home country that covers their entire stay in the Philippines. Fees vary in different countries.

Food

There are no food services available inside the dormitories however there are several canteens, food shops and districts within and around the university. Inside the campus, each meal is estimated to cost around Php 80 to 100. Shopping malls and districts are available in UP TechnoHub in Philcoa and UP Town Center in Katipunan where food costs around Php 100 to Php 300.

Transportation

The common mode of transportation within and outside the university is through jeepneys. There are three (3) major jeepney routes inside the university:

- The Ikot/Toki (Yellow roof) jeepneys go around the university. Cost: Php 8 per ride.
- The Katipunan (Red roof) jeepneys go to Katipunan Avenue. Cost: Php 9 per ride.
- The Philcoa, MRT/Pantranco, and SM North (Green roof) go out the campus towards Philcoa, MRT, and SM North. Cost: Php 9 per ride (Philcoa), Php 10 per ride (MRT/Pantranco) and Php 11 per ride (SM North).

There is a Point-to-Point bus service available at the UP Town Center going to Makati and back which costs PhP 80 for students per ride.

University Activities

There are various student activities organized around the university throughout each semester. The highlighted university activities below are those available for exchange students.

University Welcome Assembly (every 1st semester, August)

It features a welcome ceremony for the freshmen and new students including the international exchange students. During the assembly, each participating country in the exchange program is acknowledged.

Orientation (once every semester)

Tentative date: Monday after start of classes

Students are advised to arrive one week before the orientation schedule. The orientation includes tips and lectures on the university life and culture. Important university offices and units are introduced to the students such as the Office of Student Housing, Office of Student Affairs and University Health Service. Various student organizations that aim to promote international understanding are also introduced



International Students' Day (November); **Study Abroad Week** (March)

In November celebrates the annual International Students' Day. To celebrate, OIL Diliman organizes a day which feature cultural presentations, fairs and activities that promotes cultural exchange and promote the international community to the local community. The Study Abroad Week is a week-long event full of talks and information session promoting various study abroad opportunities to the university.

Cultural Trips (every semester)

Every semester, the OIL Diliman organizes cultural and exposure trips within and outside Metro Manila for the international exchange students. Previous trips include museum visits, and trips to beaches and resorts where various activities are prepared for the students.

University Athletics Association of the Philippines (UAAP) Games

The university competes in various sporting activities in the UAAP. Students may attend different games and culminating activities such as the Cheerdance Competition. Schedules of each game of each sport varies every UAAP season.

Alternative Classroom Learning Experience (ACLE) (every semester)

Academic freedom is one of UP's virtue. Spearheaded by the University Student Council and student organizations in the university, ACLE is a half day university event which features various talks, fora, academic discussions, workshops and activities which promotes academic development and freedom beyond the four walls of a classroom.

Lantern Parade (every December)

The Lantern Parade is the university Christmas celebration. It features different and colourful lanterns or floats from every college or unit in the university. It is celebrated every December, after the first semester's final examinations.

UP Fair (every February)

UP Fair is held annually every second week of February. It is a week-long event organized by the University Student Council which features a series of concerts from local bands and artists. It also includes different food booths and carnival rides.

Climate and Weather

The Philippines is located near the Equator. It has only three seasons: Rainy Season (June to November), Cool Dry Season (December to February), and Hot Dry Season (March to May).

The warmest month is May while the coolest is January. Due to Amihan or Northeast Monsoon, prevailing cold winds from Siberia affects east of the Philippines from October to early March. During the months of June to early October, the Habagat or Southwest Monsoon is characterized by heavy rainfall and humid weather.



III. Application

Procedure

Nomination

The home university should nominate students through the form provided through the link: <http://bit.ly/StudyinUPDNomination>.

The nomination form will be open until **April 15** for Fall/First Semester and **September 15** for Spring/Second Semester.

Submission of Requirements

Application requirements are listed in the next section. Requirements should be submitted on or before the deadline. The Medical and Health Certificate (Form 4) can be submitted later until May 30 for Fall/First Semester and October 30 for Spring/Second Semester. Requirements should be submitted to the Student Mobility Section email at old_studentmobility.upd@up.edu.ph.

Scanned application documents should be submitted through the international relations officer via e-mail.

Issuance of Acceptance Letter

The office will assess the requirements submitted and shall issue the acceptance letters.

Arrival Information and Accommodation

Students should fill up the arrival information and accommodation forms. Forms and information will be sent together with the acceptance letter.

Note: Students should bring all the original copies of the submitted documents.

Requirements

Application requirements are listed below. Forms and other information can be accessed through the link:

bit.ly/UPDinbound_Application

1. Form 1 – Foreign Undergraduate Admission Application Form
2. Form 2 – Student Directory
3. Form 3 – Exchange Student Information Sheet
4. Form 4 – UP Health Service Form*
5. Nomination Notice ([online form](#))
6. Copy of passport bio-page
7. Official Transcript of Records
8. 1x1 AND 2x2 ID Picture (4 pcs each) – *submit upon arrival*

**The Pre-Enrollment Health Assessment (PEHA) will be used instead of Form 4 if the semester will be conducted online.*

Deadlines

Deadlines of nomination and application vary per semester as below:

First Semester:

Second Semester:

Nomination: **April 15**

Nomination: **September 15**

Application: **April 30**

Application: **September 30**

The Health Service Form can be submitted a month (30 days) after the application deadline.

Number of Students

The number of students which partner universities can send for nomination and application varies on the agreement made between the universities. Please contact the program staff to confirm the information.



Duration of Exchange	One (1) semester, two (2) semesters OR one (1) academic year (including Midyear Term). Duration of exchange program varies depending on the agreement made between the two universities.
GPA Requirement	While there is no GPA requirement for students to be admitted in the University of the Philippines Diliman as exchange students, the home university still has the discretion to have a GPA requirement upon students' application.
Language Proficiency	While there is no language proficiency nor certification needed for students to be admitted as exchange students in the University of the Philippines Diliman, the home university still has the discretion to have an English language proficiency requirement upon students' application.

IV. Course and Academic Information

Academic Programs Academic programs in the University of the Philippines Diliman are grouped into four (4) academic clusters: (1) Arts and Letters, (2) Management and Economics, (3) Science and Technology, and (4) Social Sciences and Law. Colleges and institutes under each cluster can be accessed at:

<https://upd.edu.ph/academics/academic-clusters/>

Exchange students may take courses from various undergraduate programs available in the university. These undergraduate programs can be accessed at:

<https://upd.edu.ph/academics/undergraduate>

*Graduate programs may also be taken up by exchange students depending on approval of the academic unit and on the agreement with the home university.

Courses Each exchange student can enroll a minimum of two (2) courses and a maximum of four (4) courses (five (5) courses shall be allowed given that one is a PE class) in a regular semester. List of available courses in each semester can be accessed at:

<https://crs.upd.edu.ph/schedule/>.

General Education courses are offered to students for their holistic development while studying in UP Diliman. Recommended courses for exchange students are English 1 (Basic College English), Speech 30 (Public Speaking and Persuasion), Filipino 3 and 4 (Filipino for Foreigners).

Courses from the College of Law are not open to undergraduate and international exchange students. For courses with prerequisites, students should obtain the approval of the professor before enlisting.

Language of Instruction

Courses in the university are mostly taught in English.

Credit Units

Each credit unit is equivalent to one (1) hour of class or lecture. Most classes in the university have three (3) credit units which are taught in three (3) hours in two (2) meetings per week (each meeting consists 90 minutes of activities, lecture, discussion or any classroom instruction). There are 16 weeks of class meetings in a semester.



Grading System

The following shows the grading system in the University of the Philippines Diliman including its equivalent in percentage, letter grades and grade points:

UP Grade	Adjectival Equivalent	Percentage	Letter Grade	Grade Points	UP Grade	Adjectival Equivalent	Percentage	Letter Grade	Grade Points
1	Excellent	97-100	A	4	2.5	Satisfactory	80.5	C	1.75
1.25		94.25	A-	3.625	2.75		77.75	C-	1.375
1.5	Very Good	91.5	B+	3.25	3	Pass	75	D	1
1.75		88.75	B	2.875	4	Conditional			
2	Good	86	B-	2.5	5	Fail	Fail	F	0
2.25		83.25	C+	2.125	INC	Incomplete			
					DRP	Dropped			

Transcripts

After the semester, the students will be given a **certificate of completion**. For the transcript, the students should accomplish the following and send a copy through email:

1. Online Clearance (from the CRS)
2. Data Privacy Consent Form

Transcripts are sent to the partner university by courier within **SIX weeks** after the exchange semester ends.

IV. Visa Information

Special Non Immigrant Visa or 47(a)(2)

Official exchange students are eligible to apply for a 47(a)2 visa. The process takes up to a maximum of two (2) months as it goes with the Department of Justice and Department of Foreign Affairs/Philippine Embassy in your home country. OIL Diliman will have already prepared all the requirements needed for the visa application. OIL Diliman will prepare the application at the Department of Justice who will forward the application to the Philippine Embassy or Consulate in your home country for assessment and stamping. This process may take up to two months to process and must be done prior to arrival in the Philippines. We will provide further information together with the acceptance letter.

Special Study Permit (SSP)

The Special Study Permit (SSP) is issued by the Philippine Bureau of Immigration which allows foreign students to study in the Philippines when they enter the country with a Tourist Visa. Eligible nationals who plan to enroll in non-degree courses that last for less than one (1) year may first apply for tourist visas at the Philippine Embassy but should get the SSP upon arrival in the Philippines. However, SSP is only a permit and not a visa, hence the students are required to renew their tourist visa every two (2) months at the nearest Bureau of Immigration satellite office. Requirements include their passport and application fee (Php 9,000) which includes the SSP and AI-card. The official receipt will be provided once the Bureau of Immigration has released it. Students will be contacted once their visas are available or if there are issues.

*Updated last February 2021



Approved
UPD
Academic
Calendar
AY 2021-2022

EC Approval:

310th UPD UC EC (Special) Meeting

24 May 2021

President Danilo L. Concepcion's Approval:

30 June 2021



UNIVERSITY OF THE PHILIPPINES DILIMAN
Proposed ACADEMIC CALENDAR for AY 2021-2022 ¹

	FIRST SEMESTER (Sep 2021 - Jan 2022)	SECOND SEMESTER (Feb - May 2022)	MidYear Term ² (Jun - Aug 2022)
Physical examination for incoming freshmen (Pre-Enrolment Health Assessment [PEHA] process)	02 Aug, Mon - 31 Aug, Tue		
Application period for transfer students	01 Jun, Tue - 30 Jun, Wed		
ADVANCE REGISTRATION FOR FRESHMEN	27 Aug, Fri - 03 Sep, Fri		
Freshmen Orientation Program	c/o OVCSA		
Removal examination period ³	27 Aug, Fri - 03 Sep, Fri	19 Jan, Wed - 25 Jan, Tue	06 Jun, Mon - 10 Jun, Fri
Deadline for students to file appeals for readmission/extension of MRR/waiver of MRR	<i>Check with respective colleges</i>	<i>Check with respective colleges</i>	<i>Check with respective colleges</i>
Validation for advance credit	27 Aug, Fri - 23 Sep, Thu	17 Jan, Mon - 11 Feb, Fri	31 May, Tue - 24 Jun, Fri
REGISTRATION PERIOD			
Freshmen, graduating, PWDs, Varsity, HASPAG, and graduate students	13 Sep, Mon - 15 Sep, Wed	31 Jan, Mon - 03 Feb, Thu	15 Jun, Wed - 16 Jun, Thu
All UPD undergraduate & graduate students	14 Sep, Tue - 15 Sep, Wed	02 Feb, Wed - 03 Feb, Thu	15 Jun, Wed - 16 Jun, Thu
All other students including Cross registrant/Non-Degree/Special/Foreign/ Exchange students	15 Sep, Wed	03 Feb, Thu	16 Jun, Thu
Faculty Integration Day	16 Sep, Thu	04 Feb, Fri	17 Jun, Fri
UP Foundation Day			18 Jun, Sat
START OF CLASSES	17 Sep, Fri	07 Feb, Mon	20 Jun, Mon
FRESHMEN WELCOME ASSEMBLY	17 Sep, Fri		
Last day of withdrawal of enlistment	17 Sep, Fri	07 Feb, Mon	20 Jun, Mon
Last day of Change of Matriculation (CoM)	25 Sep, Sat	15 Feb, Tue	24 Jun, Fri
Deadline for filing application for UPCAT	<i>TBA</i>		
For Metro Manila schools	<i>(c/o Office of Admissions)</i>		
For Non-Metro Manila schools			
Deadline for students to file application for graduation as of the end of:			
1 st Sem AY 2021-2022	01 Oct, Fri		
2 nd Sem AY 2021-2022		22 Feb, Tue	
Midyear Term 2022			28 Jun, Tue
UP COLLEGE ADMISSION TEST (UPCAT)	<i>TBA (c/o Office of Admissions)</i>		
MID-SEMESTER	30 Oct, Sat	01 Apr, Fri	05 Jul, Tue
Alternative Classroom Learning Experience ⁵	c/o OVCSA		
Reading Break	02 Nov, Tue - 08 Nov, Mon	02 Apr, Sat - 08 Apr, Fri	14 Jul, Thu - 16 Jul, Sat
Reading/Wellness Break for split-sem schedule	11 Oct, Mon-Oct 13, Wed	03 Mar, Thu - 05 Mar, Sat	
	09 Dec, Thu-11 Dec, Sat	05 May, Thu - 07 May, Sat	
DEADLINE FOR DROPPING SUBJECTS	29 Nov, Mon	06 May, Fri	14 Jul, Thu
Lenten Break <i>(for students only)</i>		11 Apr, Mon - 17 Apr, Sun	

	FIRST SEMESTER (Sep 2021 - Jan 2022)	SECOND SEMESTER (Feb - May 2022)	MidYear Term ² (Jun - Aug 2022)
DEADLINE FOR FILING LEAVE OF ABSENCE (LOA)	09 Dec, Thu	10 May, Tue	05 Aug, Fri (for those enrolled)
Last day for graduating students to clear their deficiencies	13 Dec, Mon	17 May, Tue	07 Jul, Thu
Lantern Parade	21 Dec, Tue		
Start of Christmas Break (<i>for students</i>)	22 Dec, Wed		
Resumption of Classes	03 Jan, Mon		
END OF CLASSES	06 Jan, Thu	25 May, Wed	06 Aug, Sat
Integration Period	07 Jan, Fri- 08 Jan, Sat	26 May, Thu- 27 May, Fri	08 Aug, Mon
FINAL EXAMINATIONS	10 Jan, Mon-18 Jan, Tue	28 May, Sat - 04 Jun, Sat	09 Aug, Tue - 11 Aug, Thu
DATES TO REMEMBER FOR COLLEGES & COMMITTEES			
DEADLINE FOR GRADE SUBMISSION	25 Jan, Tue	13 Jun, Mon	20 Aug, Sat
Deadline for colleges to submit to OUR appeals/cases for CSAPG consideration ⁴	05 Nov, Fri	06 May, Fri	02 Aug, Tue
COMMITTEE ON STUDENT ADMISSIONS, PROGRESS & GRADUATION (CSAPG) Meeting	22 Nov, Mon	23 May, Mon	15 Aug, Mon
CURRICULUM COMMITTEE MEETING*	15 Sep, Wed	31 Jan, Mon	06 Jun, Mon
Deadline for colleges to submit to the OUR the approved List of Candidates for Graduation as of the end of: Midyear Term 2021* 1 st Sem AY 2021-2022 2 nd Sem AY 2021-2022	01 Oct, Fri	22 Feb, Tue	28 Jun, Tue
Deadline for colleges to submit to the OUR the tentative List of Candidates for Graduation as of the end of: 1 st Sem AY 2021-2022 2 nd Sem AY 2021-2022 Midyear 2022	08 Oct, Fri	01 Mar, Tue	05 Jul, Tue
UNIVERSITY COUNCIL MEETING TO RECOMMEND FOR BOR APPROVAL THE LIST OF CANDIDATES FOR GRADUATION AS OF THE END OF: Midyear Term 2021 1 st Sem AY 2021-2022 2 nd Sem AY 2021-2022	18 Oct, Mon	21 Mar, Mon	20 Jul, Wed
BOARD OF REGENTS (BOR) MEETING TO APPROVE GRADUATION ⁶	<i>Per BOR schedule</i>	<i>Per BOR schedule</i>	<i>Per BOR schedule</i>
COMMENCEMENT EXERCISES			31 Jul, Sun

¹ Approved during the UPD Executive Committee at its 308th meeting on 12 April 2021 and via email Referendum on 16 April 2021. Applies to all units except the MBA and MS Finance programs of the Virata School of Business, the MM Program of UPEPP and UPEPO, PM-TMEM of the College of Science, and Archaeological Studies Program.

² For the Midyear session, note that for this 7-week period, 3-unit course will have a 6-hour class schedule per week.

³ A special removal schedule outside this period may be implemented by the Unit subject to removal fees.

⁴ Appeals submitted beyond the deadline will be processed for the following term.

⁵ Alternative Classroom Learning Experience (ACLE) is an activity of the UPD Student Council (USC). Schedule to be finalized.

⁶ Per OSU, BOR Meetings are usually held every last Thursday of the month. However, the BOR Chair or UP President may ask for a re-scheduling of the said meeting.

Registration period is when a student becomes “Officially registered,” which means that the student has already gone through all the processes involved in registration up to payment of fees. (p. 18 of the UPD General Catalogue 2014)

HOLIDAYS in AY 2021- 2022			
2021		2022	
19 Aug, Thu	Quezon Day (QC only)	01 Jan, Sat	New Year's Day
21 Aug, Sat	Ninoy Aquino Day	01 Feb, Tue	Chinese Lunar New Year's Day
30 Aug, Mon	National Heroes Day	25 Feb, Fri	People Power Anniversary
01 Nov, Mon	All Saints' Day	09 Apr, Sat	Araw ng Kagitingan
30 Nov, Tue	Bonifacio Day	14 Apr, Thu	Maundy Thursday
08 Dec, Wed	Feast of the Immaculate Conception	15 Apr, Fri	Good Friday
25 Dec, Sat	Christmas Day	16 Apr, Sat	Black Saturday
30 Dec, Thu	Rizal Day	01 May, Sun	Labor Day
		02 May, Mon	Eidul Fitr
		12 Jun, Sun	Independence Day
		09 Jul, Sat	Eidul Adha

Per Official Gazette post, President Rodrigo R. Duterte signed Proclamation No. 1107, s. 2021, on 26 February 2021, entitled DECLARING THE REGULAR HOLIDAYS AND SPECIAL (NON-WORKING) DAYS FOR THE YEAR 2021

Section 2 of Proclamation No. 986, s. 2020, states that the proclamations declaring national holidays for the observance of Eidul Fitr and Eidul Adha shall hereafter be issued after the approximate dates of the Islamic holidays have been determined in accordance with the Islamic calendar (Hira) or the lunar calendar, or upon Islamic astronomical calculations, whichever is possible or convenient. To this end, the National Commission on Muslim Filipinos (NCMF) shall inform the Office of the President on the actual dates on which these holidays shall respectively fall.

Holidays in 2022 are listed according to their original dates pending the issuance of a Presidential proclamation.

**supersedes the date indicated in the previously approved Second Sem 2020-2021 and MYT 2021 UPD Academic Calendar*