



EMILIO AGUINALDO COLLEGE

1113-1117 San Marcelino St., Paco, Manila 1007, Philippines
Tel. Nos. (02) 8521-2710 www.eac.edu.ph



CERTIFIED TO ISO 9001
QUALITY MANAGEMENT SYSTEM
CERTIFICATE NO: QS 4936

UNDERTAKING (Tertiary & Graduate Student)

I, _____
Last Name First Name M.I. Nationality
of legal age and residing at _____ hereby state that:
(City/Address)

- I am an incoming _____
(Year Level)
- I have graduated / transferred from _____
(Last School attended)

3. I have NOT sent by email, the following requirements:

Please put a check mark beside the document you have NOT submitted.

FRESHMEN	TRANSFERRER/SECOND COURSER/GRADUATE STUDENT
Senior High School Report Card/Form138	Transcript of Records/Copy of grades
Certificate of Good Moral Character	Certificate of Transfer Credentials (or Honorable Dismissal) from the school last attended
PSA Birth Certificate	PSA Birth Certificate
Physical Exam Result from EAC School Clinic	Certificate of Good Moral Character
Receipt or Deposit Slip of Payment of Reservation/Tuition Fee	Physical Exam Result from EAC School Clinic
Three (3) copies of 2x2 colored ID picture	Receipt or Deposit Slip of Payment of Reservation/Tuition Fee
	Three (3) copies of 2x2 colored ID picture

- I am aware that I have been accepted subject to the condition that I will be able to submit by email the aforementioned documents in five (5) working days.
- And that if I fail to comply with the submission of said requirement/s, I shall give Emilio Aguinaldo College Manila the right to withhold my enrollment.
- It is understood that I am enrolling in EAC which is an educational institution where online teaching is part of the school program. It is also understood that online learning program is internet and WiFi based and will require the availability of electronic gadgets and equipment and the accessibility of the students to reliable internet connection. EAC shall not provide the students with the electronic gadgets and the accessibility to the internet. The availability of such gadgets and accessibility to the internet shall be for the account of, at the expense of and the responsibility of the individual students and not by the school. Consequently, I shall hold EAC, its officers and staff free and harmless from any liabilities arising from my lack of gadgets and equipment or access to reliable internet connection in relation to the online learning program of the school.
- I am fully aware that the aforementioned are requirements for acceptance to Emilio Aguinaldo College Manila. In view of this, I waive any right of action against the Emilio Aguinaldo College Manila and/or any of its duly constituted officers / employees in the event that I will not be allowed to graduate because of my failure to submit the documents within the given period.
- By signing this Letter of Undertaking, I hereby expressly agree and give my consent to the EAC's collection, recording, use, storage, erasure, destruction, and processing of my/our personal data in connection with the purposes as indicated with my confirmation in this undertaking, for legitimate educational or institutional purposes and in compliance with the regulatory and legal requirements and/or to any applicable laws and to the EAC's disclosure of any such information relating to me/us to any or all of the following: (i) its directors, officers, employees, consultants, advisers, agents and authorized representatives, (ii) its parent, subsidiaries and affiliates, (iii) such other persons or entities we have engaged to perform our services with you, and (iv) as permitted or required by law.

Further, under the foregoing, I do hereby expressly agree and consent to the privacy policy of EAC and the data privacy laws of the Philippines and I affirm my rights and/or of my child rights to: 1) be informed, 2) access, 3) object, 4) erasure or blocking, 5) rectify, 6) data portability, 7) damages, and 8) file a complaint.

Conforme:

For applicant of minor age
Signature of Parent/Guardian: _____
Printed Name of Parent/Guardian: _____
Date: _____

For applicant of legal age (18 years old and above)
Signature of Applicant: _____
Printed Name of Applicant: _____
Date: _____