



# 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

## LETTER OF UNDERTAKING

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)
- I have NOT sent by email, the following requirements:

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

<input type="checkbox"/>	<b>Certificate of Good Moral Character</b>	<input type="checkbox"/>	<b>Copy of G10 School ID (front and back)</b>
<input type="checkbox"/>	<b>Certificate of JHS Completion</b>	<input type="checkbox"/>	<b>PSA Birth Certificate</b>
<input type="checkbox"/>	<b>Qualified Voucher Recipient (QVR) Certificate</b>	<input type="checkbox"/>	<b>Physical Exam Result from EAC School Clinic</b>
<input type="checkbox"/>	<b>ESC Certification from JHS Principal (for ESC grantee only)</b>	<input type="checkbox"/>	<b>Three (3) copies of 2x2 colored ID picture</b>
<input type="checkbox"/>	<b>Junior High School Report Card/Form 138</b>	<input type="checkbox"/>	<b>Receipt or Deposit Slip of Payment of Reservation Fee</b>

- 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 High School 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 High School. In view of this, I waive any right of action against the Emilio Aguinaldo College Manila High School 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: \_\_\_\_\_