

IMPORTANT GUIDELINES FOR INCOMING SENIOR HIGH SCHOOL STUDENTS AY 2021-2022

From the Office of the Registrar for Incoming Senior High School Students

1. Submit the enrollment documents together with the enrollment forms seen below. The date of the submission of the enrollment documents / forms is on September 16, 2021.

Required Mapúa forms should be printed in long bond paper and should be completely filled out by both the student and the parents/guardian. The forms should be placed in one (1) long brown envelope and send to Registrar' Office.

Please click the link to view the forms:

<https://www.mapua.edu.ph/About/Offices/RO/Guidelines%20for%20New%20Grade%2011%20Students.aspx>

2. Email your ID picture and digital signature idprocessing@mapua.edu.ph. Please see attached for the guidelines in submitting these requirements: [link to guidelines on ID picture taking](#).

You may send via courier.

**For those enrolled in Intramuros and Makati,
please send it to:**

MAPUA UNIVERSITY
Office of the Registrar
658 Muralla Street,
Intramuros Manila 1002

From the Center of Scholarship and Financial Assistance Office for Incoming College Freshmen and Senior High School Students

Scholarship, Financial Assistance and Promotional Discounts

All applications will be accepted thru online submission. Download the application form from the website through this link:

<https://www.mapua.edu.ph/About/Offices/CSFA/ScholarshipOpenings.aspx> . Applicants will receive an email and/or SMS notification from the Center for Scholarship and Financial Assistance (CSFA) office for the status of their application.

Scholarship Validation

All scholarship grants, financial assistance and discounts during the online enrollment will be put on hold for crediting via late validation. This will enable the students to conveniently and independently accomplish the online enrollment transaction.

The following are the guidelines on how to apply and avail the scholarships, financial assistance and promotional discounts:

1. **Early Bird Promotional discount** will have an automatic deduction upon payment during the enrollment.
2. **YGC/Ayala grantees, MITLU, FAMIT and NFNM:** Applicants must email their application to Ms. Maribel Manday of the Human Resources Department (mmanday@mapua.edu.ph).
3. **Alumni Loyalty Discounts and Sibling discounts:** Applicants must email the accomplished application form and requirements to Admissions-Scholarship@mapua.edu.ph
4. **PD577:** Scholars must email their endorsement letter to Admissions-Scholarship@mapua.edu.ph
5. **ETY SHS and ETY UNDEGRADUATE:** Results of the first batch of examinees will be released on MAY 31, 2021. Official results will be posted in Mapua University website.
5. **DTMS SHS, DTMS Freshmen, DEPED Public, DEPED QVR and DEPED ESC:** Applicants must upload or email the copy of certificate/voucher to:
DMTS- Don Tomas Mapua Scholarship
<https://bit.ly/DonTomasMapuaScholarship>
DEPED Public, DEPED QVR and DEPED ESC
mapuascholarships@gmail.com
6. **IBFAP:** Applicants must email the accomplished application form and requirements to <https://bit.ly/IncomeBasedFinancialAssistanceProgram>
7. **DOST-SEI:** Scholars must mail their endorsement letter from DOST office to Admissions-Scholarship@mapua.edu.ph . Original copy will be submitted to the CSFA office once the ECQ has been lifted.

For inquiries and further details, you may email scholarships@mapua.edu.ph or you may call 8247-5000 local 1203 or 0915-8309340.

From the Health Services Department for Incoming College Freshmen and Senior High School Students

The Mapua University Administration recognizes the risk posed by the current COVID-19 pandemic to all our students that is why we shall be **postponing indefinitely the medical examination for incoming Senior High School (Grade 11) and Freshmen students for School Year 2021-2022.** Although it is still a requirement for all our incoming Grade 11 and college freshmen students, we will require submission in the near future when we deem that the situation poses minimal to no risk for our students.

We will be posting updates in our official website. For your information and guidance.

Thank you and stay safe.

From the SHS Guidance Office to Incoming Senior High School Students

1. Follow the Senior High School official facebook page, the ***“Mapua University Senior High School”***, <https://www.facebook.com/MapuaUniSHS/> for updates and important announcements.
2. The psychological testing for Intramuros and Makati SHS campus is postponed for this 1st semester of SY 2021-2022. And we will be giving updates on the 2nd semester of the school year about the testing.
3. And for SHS Online Intake form, kindly click the link below to accomplish the form. This form must be completed before the school starts.
<http://bit.ly/MAPUASHSGuidanceIntakeformSY2021-2022>

For any clarifications and concerns, please email the following SHS Guidance personnel:

Ms. Josephine Aimee F. Marte, LPT, MA, RGC - jafmarte@mapua.edu.ph
Ms. Anna Marie B. Altarejos, MAED, RGC - ambaltarejos@mapua.edu.ph