



MARIANO MARCOS STATE UNIVERSITY

Admissions Policies

The University has existing admissions policies which are non- discriminatory that detail and explain the logic for any appropriate positive discrimination policies in admissions. The admission policies for undergraduate and graduate students (including foreign students) and the Expanded Tertiary Education Equivalency and Accreditation Program (ETEEAP) are provided in the website of the University which are available to the public. Links are provided below.

The ETEEAP is a comprehensive educational assessment program at the tertiary level that recognizes, accredits and gives equivalencies to knowledge, skills, attitudes and values gained by individuals from relevant work. Through the implementation of ETEEAP in MMSU, it shows the University's continued commitment to promote access to continuing and quality higher education through alternative learning delivery.

In addition, the University also adheres to CHED Memorandum No. 10 Series of 2017 on the policy on students affected by the implementation of the K to 12 program and the new general education curriculum and CHED Memorandum No. 105 Series of 2017 on the policy on the admission of Senior High School graduates to Higher Education Institutions.

Links:

Undergraduate Admission Policies/Requirements

<https://www.mmsu.edu.ph/admission/undergraduate>

Graduate Admission Policies/Requirements

<https://www.mmsu.edu.ph/admission/graduate>

Undergraduate Admission Policies/Requirements For Foreign Students

<https://www.mmsu.edu.ph/admission/foreign-students>

Admission Requirements to the Education Equivalency and Accreditation Program (ETEEAP)

<https://www.mmsu.edu.ph/admission/eteeap>



EXCERPTS FROM THE MINUTES OF THE 124TH (Q1 and Q2) REGULAR MEETING OF THE MMSU BOARD OF REGENTS HELD AT THE COMMISSION ON HIGHER EDUCATION COMMISSION, HEDC BLDG., C.P. GARCIA AVE., DILIMAN, QUEZON CITY ON MAY 10, 2018

II. NEW BUSINESS

A. MATTERS FOR APPROVAL

2. ACADEMIC MATTERS

2.1. INSTRUCTION

- a. Admission Policies of the Different Degree Programs

BOR RESOLUTION NO. 024-124-Q1Q2, s. 2018

RESOLVED, as it is hereby resolved, that the Board hereby approves the admission policies of the different degree programs, the details of which are reflected in the documents hereto attached and made part hereof.

RESOLVED FURTHER, that the Board approves the 30-percentile cut-off in the College Freshmen Admission Test (CFAT) scores for the general admission of freshmen students.

CERTIFIED TRUE AND CORRECT:


RENATO G. ALIBUYOG
Board Secretary V

ATTESTED BY:


SHIRLEY C. AGRUPIS
Vice Chair, MMSU BOR and
MMSU President



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ADMISSION POLICIES AND REQUIREMENTS OF THE DIFFERENT COLLEGES

I. COLLEGE OF AGRICULTURE FOOD AND SUSTAINABLE DEVELOPMENT

GUIDELINES

1. Cut-off date for filing of student-applicants will be set, however, if the quota has not yet been met, filing will be extended.
2. The top ranking student-applicants (by point system) will be considered using the attached criteria, the number of which will depend on the quota set for the specific degree program of the college.
3. In cases of ties in points at the upper limit of the quota, the decision shall come from the concerned department.
4. Special cases will be addressed by the Ad Hoc committee composed of the College Secretary, concerned Department Chair and a senior faculty of the program.

REQUIREMENTS

1. CFAT Examination Result
2. Report Card (Form 137)
3. Certification of Graduation
4. Certificate of Good Moral Character
5. Authenticated Birth Certificate (NSO)
6. Pass Medical Examination



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ADMISSION CRITERIA FOR THE VARIOUS DEGREE PROGRAMS OF CAFSD

ADMISSION CRITERIA	Weight (%)						
	BS Agriculture	BS Agr. Bus.	BS Forestry	BS Dev. Com.	BS Envi. Science	BS Food Tech	BAT
CFAT Score	30	20*	30	35	20	30	30
GWA	20	20	20		20		20
Grade in Math	15	15	20		15	20	15
Grade in Science	15		20		15	25	15
Grade in English		15		30	10	5	
Academic Track*	10	10	5		10	10	10
Priority Course**	10	20	5		10	10	10
Grammar/Essay Exam				20			
Interview				15			
Total Points	100	80	100	100	100	100	100

* CFAT score should not be lower than 50

ADMISSION CRITERIA	Weight (%)						
	BS Agriculture	BS Agr. Bus.	BS Forestry	BS Dev. Com.	BS Envi. Science	BS Food Tech	BAT
Academic Track* (%)							
ABM	20	100	90	N/A	0	80	20
HUMSS	20	0	80	N/A	0	30	20
STEM	70	100	100	N/A	100	100	70
GAS	50	100	90	N/A	60	30	50
TVL*	100	0	50	N/A	0	30	100

* for BS Agriculture (100 %-Agri-Related; 40 %-Non-Agri. Related)

ABM - Accounting, Business and Management Strand; HUMSS - Humanities and Social Sciences Strand;
STEM - Science, Technology and Mathematics Strand;
GAS - General Academic Strand and TVL- Technical Vocational and Livelihood Strand

ADMISSION CRITERIA	Weight (%)						
	BS Agriculture	BS Agr. Bus.	BS Forestry	BS Dev. Com.	BS Envi. Science	BS Food Tech	BAT
Priority Course							
1st Priority	100	100	100	100	100	100	100
2nd Priority	80	75	80	80	80	80	80
BS Food Technology	60	25	50	60	50		60
BS Environmental Science	50	25	80	60		60	50
BS Forestry	50	25		60	80	60	50
BS Development Com.	40	25	70		50	50	40
BS Agri. Bus.	60		70	60	50	50	60
BS Agriculture		50	70	60	50	70	
Other Courses	40	40	40	40	40	40	40



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II. COLLEGE OF ARTS AND SCIENCES

Students who wish to enroll in any of the following degree programs must satisfactorily comply with the admission policy set for by the specific program:

BACHELOR OF ARTS IN COMMUNICATION

1. CFAT: Top ranking score in the CFAT with BA Communication as first priority and with a score of at least 50% in English Proficiency
2. K-12 Track: Open to all tracks but preferably Humanities and Social Sciences, and General Academic Strand
3. Average grade of at least 85 in English and Communication/Media-related subjects in Grade 12 Report Card
4. Passed the personal interview

BACHELOR OF ARTS IN ENGLISH LANGUAGE

1. CFAT: Top ranking score in the CFAT with AB English Language as priority course and a score of at least 50% in English Proficiency
2. K-12 Track: Open to all tracks but preferably General Academic Strand or Humanities and Social Sciences
3. Average grade of at least 85 in English in the Grade 12 Report Card
4. Passed the personal interview

BACHELOR OF ARTS IN SOCIOLOGY

1. CFAT: Top ranking score in the CFAT with BA Sociology as first priority course and a score of at least 50% in English Proficiency
2. K-12 Track: Open to all tracks but preferably Humanities and Social Sciences and General Academic Strand
3. Average grade of at least 85 in Social Science subjects in Grade 12 Report Card
4. Passed the personal interview

BACHELOR OF SCIENCE IN BIOLOGY

1. CFAT: Top ranking score in the CFAT with BS Biology as first priority course and a score of at least 60% in Science (Quantitative Proficiency)
2. K-12 Track: Science, Technology, Engineering and Mathematics
3. Average grade of at least 85 in Bio 1 and Bio 2 in Grade 12 Report Card
4. Passed the personal interview

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

1. CFAT: Top ranking score in the CFAT with BS Computer Science as the priority course and a score of at least 50% in Mathematics and 30% in Abstract Reasoning
2. K-12 Track: Science, Technology, Engineering and Mathematics
3. Average grade of at least 85 in all Mathematics subjects in Grades 12 Report Card
4. Passed the personal interview

BACHELOR OF SCIENCE IN MATHEMATICS

1. Top ranking score in the CFAT with BS Mathematics as first priority course and a score of at least 50% in Mathematics and 50% in Abstract Reasoning
2. K-12 Track: Science, Technology, Engineering and Mathematics



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3. Average grade of at least 85 in Mathematics in Grade 12 Report Card
4. Passed the personal interview.

BACHELOR OF SCIENCE IN METEOROLOGY

1. Top ranking score in the CFAT with BS Meteorology as first priority course and a score of at least 50% in Science and 50% in Mathematics
2. K-12 Track: Science, Technology, Engineering and Mathematics
3. Average grade of at least 85 in Mathematics in Grade 12 Report Card
4. Passed the personal interview.

The applicants in the various programs will be ranked as follows:

ITEMS	PERCENTAGE
CFAT	50 %
Average grade in the subjects required (Report Card/Form 138)	40 %
Personal Interview	10%
Total	100%

III. COLLEGE OF AQUATIC SCIENCES AND APPLIED TECHNOLOGY

BACHELOR OF SCIENCE IN FISHERIES PROGRAM

1. College Freshmen Admission Test (CFAT), top 40 among those who placed BSF as their priority course.
2. Applicants must have completed the K-12 Curriculum specifically STEM, GAS (with science subject as an elective) or TLE and TVL Agri-Fishery Arts strand in Senior Highschool or its overseas qualification equivalent or any other prevailing CHED regulations.
3. Highschool Rating Report (Form 138), with a GWA of 80 or better.
4. Applicant must be physically fit. Medical examination to include X-ray and ECG.
5. Passed the interview.
6. PSA (NSO) Birth Certificate
7. Certificate of Good Moral Character
8. 2 pcs 2"x2" and 1 pc 1"x1" ID picture

Course Duration and Attendance

Students can complete the course over 4 years full time comprising of 8 regular semesters and 1 midyear term. Maximum residency allowed for students to finish the course follows the university policy.

BACHELOR OF SCIENCE IN MARINE BIOLOGY PROGRAM

1. College Freshmen Admission Test (CFAT), top 40 among those who placed BSMB as their priority course.



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2. Applicants must have completed the K-12 Curriculum specifically STEM or GAS (with science subject as an elective) strand in Senior Highschool or its overseas qualification equivalent or any other prevailing CHED regulations.
3. Highschool Rating Report (Form 138), with a GWA of 80 or better.
4. Applicant must be physically fit. Medical examination to include X-ray and ECG.
5. Passed the interview.
6. PSA (NSO) Birth Certificate
7. Certificate of Good Moral Character
8. 2 pcs 2"x2" and 1 pc 1"x1" ID picture

Course Duration and Attendance

Students can complete the course over 4 years full time comprising of 8 regular semesters and 1 midyear term. Maximum residency allowed for students to finish the course follows the university policy.

Course Structure

Students must complete a total of 162 units, made up of 36 units General Education, 43 units Foundation Course, 42 units Core Course, 9/12 units Elective Course and 9 units Enrichment Course. Both elective and enrichment subjects will help the students choose their line of specialization in their chosen field. Students must satisfactorily complete all academic requirements to be awarded of the degree.

Research/ Industrial/ Professional Training or Practice

Students studying this course have an opportunity to have their off campus training or practicum which is equivalent to a minimum of 3 credit units. This can be in the form of training or professional exposure in museums, scientific expedition, mariculture, MPAs, scientific laboratories, research projects, etc. This is offered during their 3rd year Midyear term (144 hours).

Likewise, students are required to write a research proposal, conduct and write a technical report of their study which is divided in three semesters (Thesis 6 units).

IV. COLLEGE OF BUSINESS, ECONOMICS AND ACCOUNTANCY

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION: MAJOR IN HUMAN RESOURCE MANAGEMENT AND MAJOR IN MARKETING MANAGEMENT, BACHELOR OF SCIENCE IN COOPERATIVE MANAGEMENT AND BACHELOR OF SCIENCE IN ENTREPRENEURSHIP

1. The applicants will be ranked based on the number of students to be admitted set forth by the University/Program.
2. The applicant must be a graduate of Senior High School K-12 curriculum preferably from the ABM strand.
3. For non-ABM applicants, they must take and pass all the specialization subjects in the ABM strand and other subjects prescribed by the program prior to their admission.
4. The applicant must have a GWA of at least 85% in grades 11 and 12.
5. The applicant must pass an interview, the details of which shall be decided upon by the Department.



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BACHELOR OF SCIENCE IN ACCOUNTANCY

To be admitted to the BS in Accountancy program, the student must:

1. be in the top 80 of the CFAT takers with BS in Accountancy (and BS in Accounting Technology*) as the priority course;
2. have satisfactorily completed the ABM Strand in the K to 12 curriculum;
3. have a grade average of at least 88% in Grades 11 and 12; and
4. pass an Interview, the details of which shall be decided upon by the Department.

*for School Year 2018-2019 only

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT AND BACHELOR OF SCIENCE IN TOURISM MANAGEMENT

1. The applicants will be ranked based on the number of students to be admitted set forth by the University/Program.
2. The applicant must be a graduate of Senior High School K-12 curriculum preferably from the ABM strand.
3. For non-ABM applicants, they must take and pass five specialization subjects in the ABM strand prior to their admission to the program.
4. The applicant must have a GWA of at least 85% in grades 11 and 12.
5. The applicant must pass an interview, the details of which shall be decided upon by the Department.
6. The applicant must pass the required medical examination.

BACHELOR OF SCIENCE IN ECONOMICS

1. The applicants will be ranked based on the number of students to be admitted set forth by the University/Program.
2. The applicant must be a graduate of Senior High School K-12 curriculum preferably from the ABM strand.
3. The applicant must have a GWA of at least 87% in grades 11 and 12.
4. The applicant must pass an interview, the details of which shall be decided upon by the Department.

V. COLLEGE OF HEALTH SCIENCES

BS NURSING LEVEL 1

4 Phases

- A. Pre-Listing
 - (upon release of CFAT results)
- B. Posting
 - (one week after Pre-Listing)
- C. Submission of Original Requirements and Interview
 - (June 18-28, 2018)
- D. Final Ranking
 - (July 03, 2018)



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A. Pre-Listing:

100 Applicants will be pre-listed.

1. Applicants should be graduates of the K- 12 program regardless of the strand/track they took but preferably STEM.
2. **Pre-Listed** Applicants will submit **photocopy** of the following documents:
 - a. Senior H.S. GWA - 88 % and above
 - b. CFAT Score - will be determined later(CFAT Cut Off will be based on the highest and lowest score and get the mean)
3. They will be ranked accordingly based on: Senior H.S. G.W.A. - 50%
CFAT Score - 50%
4. Pregnant Applicants and Person with Disabilities (PWD) will not be deprived to take BSN course and they will be included in the ranking procedure.

(The nature of the program (BSN), their roles, responsibilities as nursing students will be comprehensively explained and Pregnant Applicants will sign a waiver)

B. Initial Posting:

5. Posting of the Pre-qualified Applicants (Quota enrollment + 10 wait listed) will be 5 working days after the last day of the Pre-Listing schedule.

C. Submission of Original Documents and Schedule of Interview:

6. Pre-Listed Applicants (quota enrollment + 10 wait listed) will submit the following Original Documents to the Admission Committee:
 - a. CFAT Result
 - b. PSA Birth Certificate
 - c. Good Moral Certificate
 - d. Form 138
 - e. 2 pcs 2x2 picture
 - f. 1 Long Brown Envelope: (labelled with surname, first name, M.I., contact number-written below the name)
7. Pre-Listed Applicants (quota enrollment + 10 wait listed) will be interviewed by the admission committee following a criteria.

D. Final Ranking:

8. Pre-Listed applicants (quota enrollment + 10 wait listed) will be finally ranked as to:
CFAT Score- 45 %
GWA - 45%
Interview - 10 %
9. Qualified Applicants based on Quota enrollment will be admitted to the program.
10. **Notice of admission** shall be provided to the qualified applicants 5 days after the Final Ranking.

In cases that qualified applicants retract from the program or will not appear to the admission committee **7 days** after the Final Posting, the Department shall consider to fill in the slot from the ranked wait listed applicants.



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Note: Applicants will be coded as to their documents to provide confidentiality.

Ex. Applicant 1 = A01

A receipt with the code will be provided to the applicant by the Admission committee upon submission of documents; hence the list of rankings will be through the codes.

BS PHYSICAL THERAPY LEVEL 1

1. Senior high school graduate of any track but preferably from the Academic Track, STEM Strand
2. Must pass the interview
3. Applicants will be ranked accordingly
 - Criteria:
 - GWA = 50%
 - CFAT = 40%
 - Interview = 10%
4. Must submit the following original credentials:
 - Form 138 (Report Card)
 - PSA Birth Certificate
 - Certificate of Good Moral Character
 - Two (2) pcs 1 ½ x 1 ½ colored ID picture
 - Medical Certificate
 - Filled-up Information Sheet

BS PHARMACY LEVEL 1

1. Open to all tracks but preferably STEM
2. CFAT Score – cut off will be determined based from the official results
3. General Weighted Average – 85%
3. Interview:
 - * Applicants will be ranked accordingly
 - Criteria:
 - GWA = 50%
 - CFAT = 40%
 - Interview = 10%
4. Must submit the following original credentials:
 - Form 138 (Report Card)
 - PSA Birth Certificate
 - Certificate of Good Moral Character
 - Two (2) pcs 1 ½ x 1 ½ colored ID picture
 - Medical Certificate
 - Filled-up Information Sheet

VI. COLLEGE OF ENGINEERING

The different degree programs of the College of Engineering shall adopt the following Admission Requirements Policies, effective 1st Semester AY 2018-2019.

1. New freshmen must submit the following entrance documents:



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- Original Form 138
 - Medical Examination Results
 - MMSU College Freshmen Admission Test (CFAT) rating report
 - Applicant must be a graduate of Senior High School K-12 Curriculum preferably from the STEM Strand
2. No student is denied admission to MMSU by reason of age, nationality, gender, religious belief, or political affiliations. The university is open to students with satisfactory academic work complete with valid credentials and who meets the prescribed entrance requirements.
 3. The College of Engineering requires the entering freshman students that the College Freshmen Admission Test (CFAT) score should belong to the top 100 within his/her first priority course in order to be qualified. Second priority course may be considered if the quota was not met provided he/she passed the prequalification requirements.
 4. The GWA of the applicant should be at least 85% or its equivalent, pass the interview to be conducted by the Program.
 5. The top ranking student-applicant will be considered based on the number of students set by the university/program.
 6. All documents submitted are part of the permanent students' file and cannot be retrieved.

VII. COLLEGE OF INDUSTRIAL TECHNOLOGY

1. CFAT
 - a. Priority
 - b. Score
2. General weighted average of 80% (or its equivalent) or better.
3. Interview and competency assessment – includes skills and character/attitude assessment
 - a. Structure interview per major together with guidance counselor
4. Track preparation
 - a. Students from different tracks can be admitted

After satisfying the above requirements, the student applicant will be advised to comply with the succeeding requirements:

- a. Original/Photocopy of diploma certificate or TOR
- b. Good Moral Character Certificate
- c. PSA issued birth certificate
- d. Medical Exam - university code article 241
- e. 4 copies of 1"x1" ID picture with white background, nametag



VIII. COLLEGE OF TEACHER EDUCATION

CTE degree programs

As agreed upon by the members of the executive committee and program advisers in consultation with faculty members, the following are the general admission policies for all the degree programs:

Stage 1:

- Applicants should pass the College Freshmen Admission Test (CFAT) per enrolment quota and ranked score.
- Applicants should have a General Weighted Average (GWA) of at least 85.
- Those who passed the CFAT and required GWA will undergo a medical exam.

Stage 2

- Applicants undergo an interview with the program adviser.
**For all the degree programs except BSEd Science, all applicants regardless of their tracks are qualified for admission. For BSEd Science, applicants from the STEM track will be preferred. However, remaining slots, if there is any, will be given to applicants from other tracks. Also, the grades of an applicant in SHS related to the area of specialization will be considered*
**The ability of the applicant to communicate using English will be evaluated*
- Applicants for the BCAEd program should undergo skills test in any of the following music/visual arts/drama and theater arts, & dance and note reading tests.
**An applicant should know how to play at least one musical instrument and can read and sing notes.*
- For the BPED program, applicants will undergo skills test in dance and sports

In general, the interview of the applicants will be evaluated using the following percentage distributions:

A. Appropriateness of

- | | |
|------------------------------------|------------|
| 1. Track, performance test (BCAEd) | 70% |
| HS Grades related to discipline | |
| 2. Communication skills (English) | 20% |
| 3. Personality | <u>10%</u> |
| 100% | |

Note:

- Applicants who will not satisfy #1 (the track, grade, and performance requirement) will be advised to pursue another field of specialization or program.
- In evaluating personality, the college will exercise multicultural practices.



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ADMISSION FORM

Name of Applicant: _____

SHS Track: _____

Stage I

1. CFAT Score - _____
2. GWA - _____
3. Medical Examination - _____

(Attach the medical exam result)

Stage II

Remarks

1. _____ - 70% Recommended to try another Program or major
2. _____ - 20%
3. _____ - 10%
- 100%

Recommending Approval:

Program Adviser

Department Chair, Member

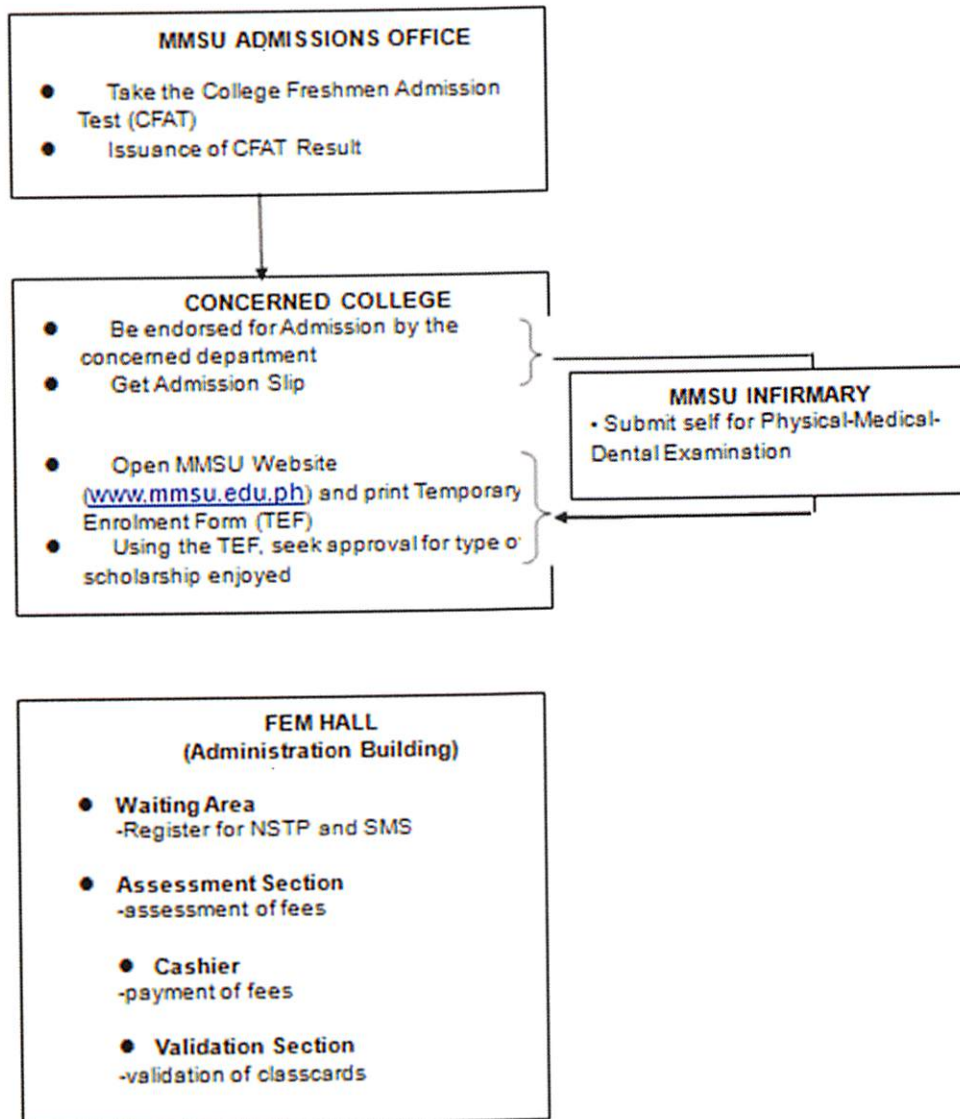
Registrar

Approved for Admission:

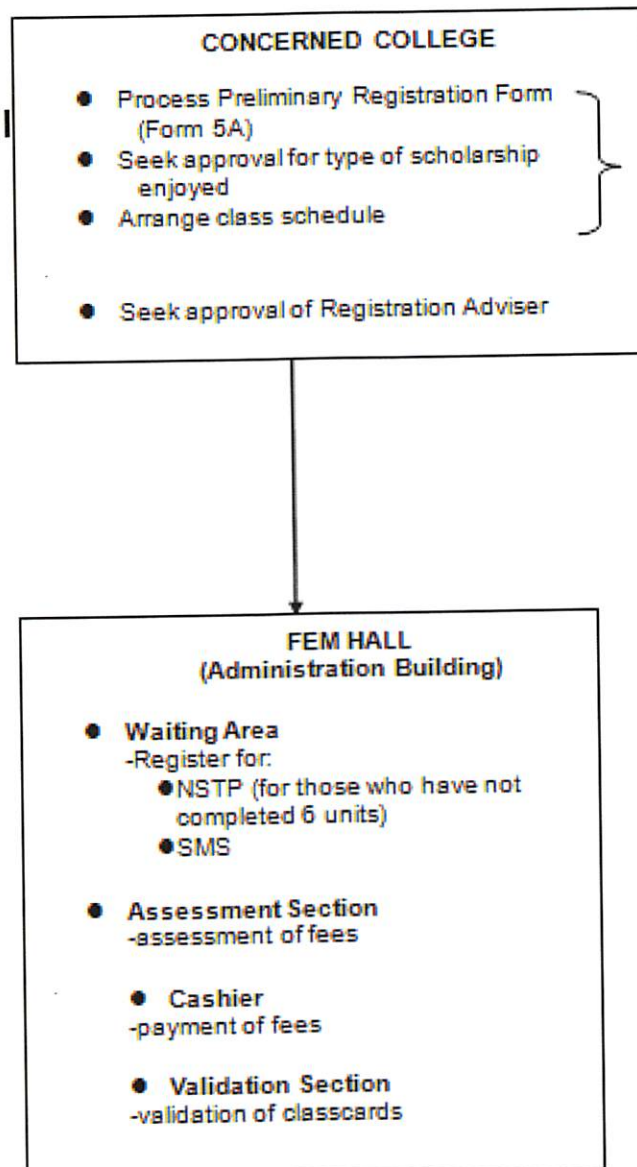
Dean

ADMISSION FLOWCHARTS (Until 2017)

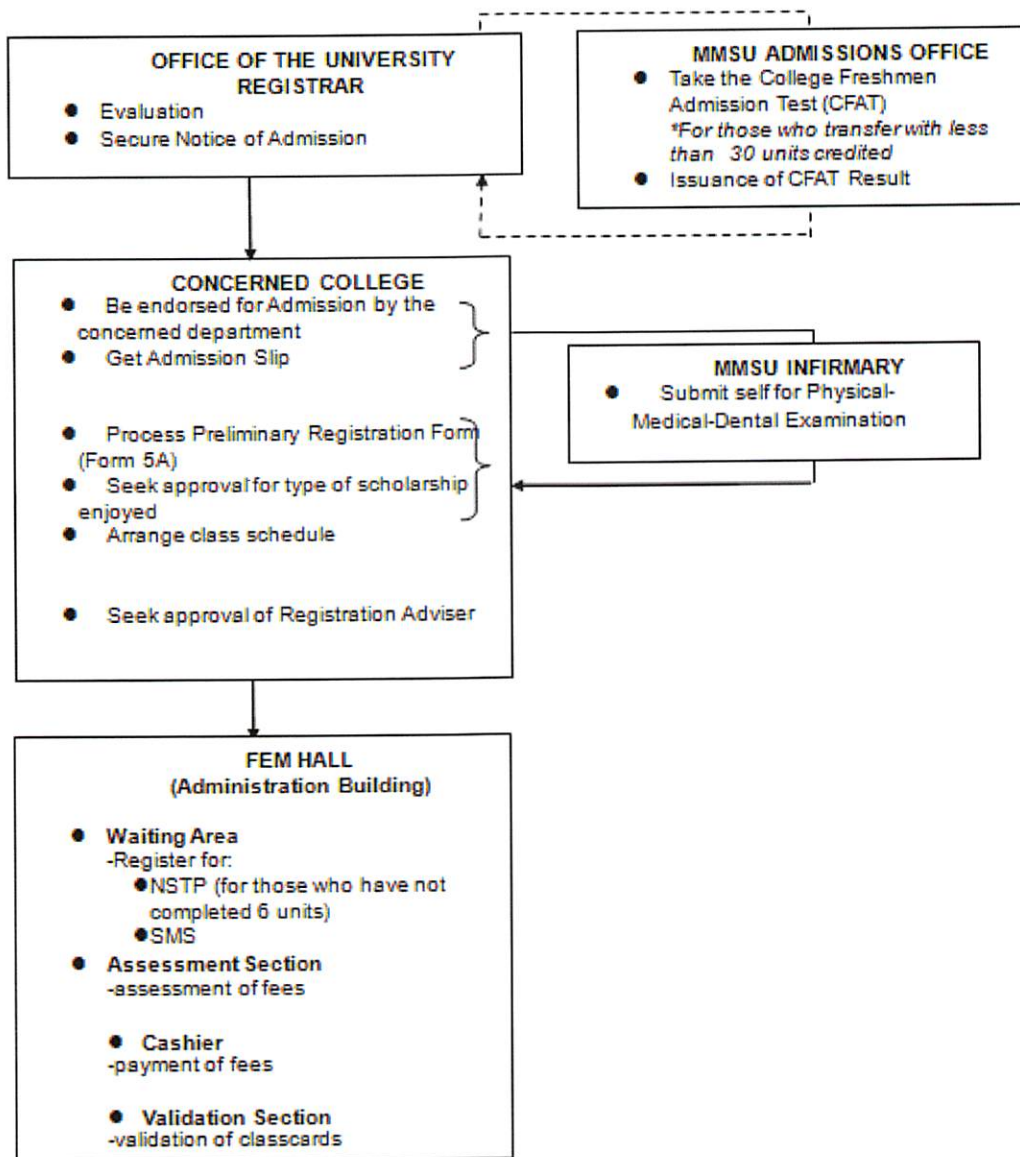
ADMISSION FLOWCHART FOR NEW / BEGINNING FRESHMEN



ADMISSION FLOWCHART FOR OLD / CONTINUING STUDENT



ADMISSION FLOWCHART FOR TRANSFEREES



ADMISSION FLOWCHART FOR SHIFTEES

