


**COLLEGE  
OF  
ENGINEERING**  
University of the Philippines

Melchor Hall, U.P. Campus, Diliman, Quezon City, Philippines 1101

 920-8860; 928-3144; 981-8500 loc. 3104/3103

**TRANSFER TO NON-MAJOR STATUS**

Name \_\_\_\_\_ St. No. \_\_\_\_\_  
Last Given M.I.

Previous Course \_\_\_\_\_ Last enrolment \_\_\_\_\_

Reason for dismissal \_\_\_\_\_

Contact # \_\_\_\_\_ Email address: \_\_\_\_\_

**CONDITIONS**

You are hereby transferred to **non-major status** effective \_\_\_\_\_  
subject to the following conditions:

1. You can be a non-major student in the College for at **most one academic year** from the time you were dismissed, i.e., until **end of** \_\_\_\_\_.
2. You must report to the Office of Counseling and Guidance for evaluation before you can enroll as a non-major student.
3. You cannot enroll in any major subject offered by the College.
4. **During the one-year period that you are a non-major student:**
  - (a) **You must pass at least 24 academic units**
  - (b) **You must not take a leave of absence**
  - (c) **You must seek admission to another degree program/school in U.P. If you fail to gain such an admission, you will be dismissed from the University.** You may apply to any degree program, including degree programs within the College of Engineering EXCEPT your previous degree program, AND subject to compliance with the shifting requirements of the new program.
5. Your parents/guardian will be informed about your transfer to non-major status.

**Do not write in this box**

- Referred to OCG  
Date \_\_\_\_\_
- OCG evaluation received  
Date \_\_\_\_\_
- Form 5-A issued
- Form 5 issued

Advised by: \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED BY:**

\_\_\_\_\_  
Dr. Eligia D. Clemente  
College Secretary

\_\_\_\_\_  
Date

**CONFORME:**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date