

(Accomplished in 2 copies)

SLU-CEE FORM 1-A [For Group Filing, and as SUBSTITUTE for individual Certificate of Good Moral Character, to accompany the duly accomplished SLU-CEE Form 1; it ALSO SERVES as an ON-LINE SLU-CEE TRANSMITTAL FORM to be accompanied by the duly accomplished individual SLU-CEE Form 1-B (SLU-CEE Applicant Information Slip)]

_____ Date

The Dean of Student Affairs
Saint Louis University
Baguio City

CERTIFICATION and ENDORSEMENT BY SCHOOL PRINCIPAL
(for GROUP FILING ONLY)

SIR:

In support of their application to take the Saint Louis University College Entrance Examination (SLU-CEE) for Incoming Freshmen for Academic Year 2015-2016, we certify that the applicants alphabetically listed hereunder are bonafide and current Fourth Year Students of our school this AY 2014-2015; they are of good moral character and that, based on our school records, they have never committed any violation of the rules and regulations of our school. Foreign Students are however marked with asterisk (*) before their names and have been accordingly advised on the SLU Pre-Admission Processing guidelines. We kindly endorse and submit our students' application for processing through:

our official representative, Mr./Ms. _____,
(position in school) _____.

Speed Mail of the Philippine Postal Service.

Express / Parcel Delivery Service by DHL; LBC; or _____

	FAMILY NAME	FIRST NAME	MIDDLE NAME	CEE ON-LINE Applicant Number
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____

Our students prefer to take the SLU-CEE in (Please CHECK one only):

- SLU, Baguio City, as scheduled for our area.
- St. Joseph College, Olongapo City, on 18 October 2014 (Saturday) at 8:00 a.m.
- College of the Immaculate Conception, Cabanatuan City, on 19 October 2014 (Sunday) at 8:00 a.m.
- Ilocos Norte National High School, Laoag City, on 15 November 2014 (Saturday) at 8:00 a.m.
- Ilocos Sur National High School, Vigan City, on 16 November 2014 (Sunday) at 8:00 a.m.
- St. Louis College of Bulanao, Tabuk, Kalinga, on 06 December 2014 (Saturday) at 8:00 a.m.
- St. Joseph's School, Kiangan, Ifugao, on 07 December 2014 (Sunday) at 8:00 a.m.
- St. Vincent's School, Bontoc, Mt. Province, on 08 December 2014 (Monday) at 8:00 a.m.

Thank you.

School: _____

Address: Municipality (Town)/Province: _____

PRINTED NAME & SIGNATURE
of SCHOOL PRINCIPAL

Tel. No/s.: _____

Fax No.: _____ E-mail Address: _____

Enclosures:

- Duly accomplished individual SLU-CEE Form 1 of the above-listed applicants and their required ID Pictures.
 - SLU-CEE Fees Collected: (@ P390.00 for Baguio Testing / P525.00 for satellite testing per applicant):
 - Cash (P _____)
 - Postal Money Order Check No. _____ (P _____)
 - Express / PARCEL DELIVERY [DHL; LBC; Phil Post; _____]
- Delivery Check No. _____ for P _____
Amount in WORDS: _____

N.B. Copy of accomplished SLU-CEE Form 1-A may be immediately forwarded to SLU for ADVANCE information and reservation of slots via FAX No. (074) 442 4288 or e-mail: saodean@slu.edu.ph

INSTRUCTIONS for GROUP FILING of SLU-CEE Applications Using SLU-CEE Form 1-A

GROUP FILING:

1. This method is strongly encouraged for the current batch of applicants (AY 2014-2015 – 4th year batch) coming from the same school to save on individual travel expense to Baguio City as well as for convenience and expediency.
2. The 4 Basic Requirements should be SUBMITTED TOGETHER, with the assistance of their Principal, Guidance Counselor and/or Class Adviser. Note that when all the duly accomplished individual SLU-CEE Form 1 have been received and SLU-CEE Fees collected, the names of the applicants should be alphabetically listed on the SLU-CEE Form 1-A. All requirements must be brought to SLU for processing by one duly authorized by the Principal not later than two (2) weeks before the scheduled examination, or are sent to SLU Student Affairs Office early enough through SPEED MAIL (Express Mail and Money Order by Philippine Postal Services, or any private Express Parcel Delivery Service). **All payments made through Money Order or Express Delivery Check must be payable to Saint Louis University. Copy of accomplished SLU-CEE Form 1-A may be immediately forwarded to SLU for ADVANCE information and reservation of slots via FAX No. (074) 442 4288 or e-mail saodean@slu.edu.ph, to be followed still by official processing.**

For ON-LINE Group Filing:

- a) Each applicant must register **ON-LINE** at <http://cee.slu.edu.ph> for the Group Filing and accomplish the SLU-CEE Applicant Information Slip (*SLU-CEE Form 1-B*);
- b) **GROUP** filers should be listed and duly endorsed by the Principal using the *SLU-CEE Form 1-A*; and,
- c) **Proceed to Step 2 of Group Filing procedure.**

However, all FOREIGN STUDENTS are to apply separately and individually with the SLU Student Affairs Office in Baguio City relative also to the required SLU English Proficiency Test, Personality Test and Interview, subject to the payment of package Pre-Admission Processing Fee. Each Foreign Student listed with the group in the SLU-CEE Form 1-A should be marked with an asterisk (*) before his/her number in the list.

3. **WHERE to File:** SLU-CEE applications are filed at the Student Affairs Office, Room S314, Diego Silang Bldg., SLU Main Campus, Bonifacio Street, Baguio City. However, for Satellite SLU-CEE, ON-SITE PROCESSING is also entertained one day before the examination.

The SLU-CEE Permit of the applicants whose requirements were sent to SLU by Mail or Express / Parcel Delivery Service will be personally claimed at the SLU Student Affairs Office not later than one hour before the start of their respective examination, since said Permit will not be mailed back anymore to the applicants due to time constraints. The applicants are then urged to VERIFY the respective SLU-CEE schedule one week before taking the trip for the examination, through long distance telephone (074) 442 3043 / (074) 443 2001 / (074) 444 8246 to 48 / (074) 444 8253, local 321; call / text # 0921 247 6247; e-mail: saodean@slu.edu.ph.