



**Office of the University Registrar**

Telephone No.: (+63 32) 254 0067 | 254 1452 loc. 134

Email: [registrar@cnu.edu.ph](mailto:registrar@cnu.edu.ph)

Website: [www.cnu.edu.ph](http://www.cnu.edu.ph)

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**Requirements for Submission of Admission Credentials  
at Window 4, Office of the University Registrar  
Main Campus, Osmeña Boulevard, Cebu City**

**Incoming Undergraduate Level**

1. Original Medical Certificate issued by the University Physician or Endorsement Certificate from the University Clinic together with the Medical Certificate issued by private or government Physician
2. Original Copy of Senior High School Card (Form 138-A) or Certificate of Transfer Eligibility with Informative Copy if Transferees
3. Original Personal Data Sheet (Download Link: <https://cnu.edu.ph/wp-content/uploads/2021/11/SDF-URO-105-002-00-Personal-Data-Sheet-updated-7-15-2021.pdf>)
4. Original Certificate of Good Moral Character
5. Photo Copy of NCAE Result (if available)
6. Original NSO/PSA Live Birth Certificate (with receipt if available)
7. One (1) pc. Expanded Long Brown Envelope
8. Two (2) pcs. Mailing envelopes
9. Two (2) pcs. I.D. pictures

**Incoming Post-Baccalaureate (Doctor of Medicine)**

1. Original Medical Certificate issued by the University Physician or Endorsement Certificate from the University Clinic together with the Medical Certificate issued by private or government Physician
2. Copy of Accomplished College of Medicine Applicant Profile Sheet
3. Original Copy of NMAT Rating
4. Original Copy of ITR of earning family members or BIR Certification of Exemption
5. Scanned or Photocopy of front and back of Valid Identification Card
6. Original Letter of Recommendation from either of these two references:
  - a. Academic Head(s) of the school graduated
  - b. Professional/ Work station head/Professor
7. Original Personal Data Sheet (Download Link: <https://cnu.edu.ph/wp-content/uploads/2021/11/SDF-URO-105-002-00-Personal-Data-Sheet-updated-7-15-2021.pdf>)
8. Original Copy of Certificate of Transfer Eligibility
9. Original Copy of Transcript of Records/ Informative Copy
10. Original Copy of Certificate of Good Moral Character
11. Original Copy of NSO/PSA Live Birth Certificate (with receipt if available)
12. Two (2) pcs. 2x2 colored picture with name and signature
13. One (1) pc. Expanded Long Brown Envelope
14. Two (2) pcs. Mailing envelopes
15. Neuropsychiatric Evaluation



Certification Date: 1 February 2021  
Recertification due date: 24 January 2024  
For verification of the certificate please  
access [www.gcl-intl.com](http://www.gcl-intl.com) (Certification  
check and type the registration number)





Republic of the Philippines  
**CEBU NORMAL UNIVERSITY**  
Osmeña Blvd., Cebu City, 6000, Philippines

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### Incoming Graduate Level/Post-Baccalaureate (DPE)

1. Original Medical Certificate issued by the University Physician or Endorsement Certificate from the University Clinic together with the Medical Certificate issued by private or government Physician
2. Original Personal Data Sheet (Download Link: <https://cnu.edu.ph/wp-content/uploads/2021/11/SDF-URO-105-002-00-Personal-Data-Sheet-updated-7-15-2021.pdf>)
3. Original Copy of Certificate of Transfer Eligibility
4. Original Copy of Transcript of Records/Informative Copy
5. Original Copy of Certificate of Good Moral Character
6. Original Copy of NSO/PSA Live Birth Certificate (with receipt if available)
7. One (1) pc. Expanded Long Brown Envelope
8. Two (2) pcs. Mailing envelopes
9. Two (2) pcs. 2x2 I.D. Pictures

### Incoming Graduate Level/Post-Baccalaureate (DPE) with previous degree in CNU

1. Original Personal Data Sheet (Download Link: <https://cnu.edu.ph/wp-content/uploads/2021/11/SDF-URO-105-002-00-Personal-Data-Sheet-updated-7-15-2021.pdf>)
2. Photocopy of the Transcript of Records from Cebu Normal University
3. Original Copy of NSO/PSA Live Birth Certificate (with receipt if available)  
*Note: Please disregard, if you have submitted the original copy previously.*
4. One (1) pc. Expanded Long Brown Envelope
5. Two (2) pcs. 2x2 I.D. Pictures

Prepared by:

**JASON P. SABEQUIL, LPT**

University Registrar III



Registration No. 52Q18778

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check and type the registration number)

