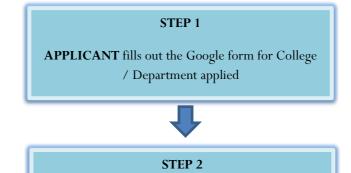
CEBU NORMAL UNIVERSITY

ONLINE APPLICATION PROCESS FLOW FOR UNDERGRADUATE STUDIES APPLICANTS



COLLEGE/DEPARTMENT will evaluate the applicant's requirements

STEP 3

APPLICANTS WHO PASSED THE EVALUATION

The College/Department authorized representative forwards the application to the Testing Center for verification of residency

APPLICANTS WHO FAILED THE EVALUATION

The applicant receives email from the College/Department

END OF TRANSACTION



STEP 4

The **TESTING CENTER** verifies the residency of the applicant

If the applicant currently lives in the Philippines, he/she will receive instructions through email from the Testing Center to fill out the TESTING FORM 2



STEP 5

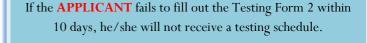
The **APPLICANT** prepares the following documents for uploading on the Testing Form 2:

- *The College Admission Form (Signed by the Dean, download from the verification email from the Testing Center)
- *Valid Identification Card with picture & signature
- *One (1) decent selfie close-up picture

STEP 6

The **APPLICANT** will accomplish the Undergraduate Testing Form 2 and attach the necessary documents mentioned above

(Must be accomplished within 10 days after receiving the email from the Testing Center)





STEP 7

The **TESTING STAFF** emails the Testing Schedule & Testing Guidelines 3-5 working days after the applicant filled out the TESTING FORM 2

(If Testing Schedules are not yet finalized, the applicant will still receive email from the Testing Center confirming that his/her response on the Testing Form 2 was received and Testing Schedule is to follow)

STEP 8

*The **APPLICANT** takes the face to face admission test on the given schedule and waits for the releasing of Qualifiers for Interview.

*If **Qualified**, the **APPLICANT** appears on the interview schedule and follows the instructions of the interviewer

FOR THE APPLICANTS WHO FAILED THE ADMISSION TEST

END OF TRANSACTION