

# ADMISSIONS PROCEDURES

## (FOR GRADE 8 - FILIPINO APPLICANTS)

### STEP 1: APPLICATION

- Create your DLSU-D Admissions Portal account through this link <https://admission.dlsud.edu.ph/admission/login.aspx> or scan the QR code below.
- Fill out the necessary fields in your admissions account to generate your DLSU-D application form.
- Upload all the pre-admission requirements:
  - 2"x2" colored photo with white background and name tag
  - Birth certificate / PSA-issued birth certificate
  - Attach Grade 7 Report Card or download Accomplished DLSU-D Form from Admissions Portal if report card is unavailable.
  - Latest fitness to study Medical Certificate (for applicants with a declared disability)

### STEP 2: VALIDATION

- Check your application status via DLSU-D Admissions Portal within three (3) working days.

### STEP 3: EXAMINATION

- Pay the non-refundable and non-transferable application fee of **₱1,000.00** through these official payment channels:
  - **Onsite payment at the University Cashier** (transaction is until 3:00 p.m. only)
    - Print the payment slip from the DLSU-D Admissions Portal to be presented at the cashier's window.
  - **DLSU-D BUx**
    - Access this link <https://app.bux.ph/dlsud> for e-wallet payments, web banking payments, and over-the-counter payments.
- Upload the official receipt in the DLSU-D Admissions Portal. **(Note: Failure to upload the official receipt will not be able to secure a schedule for the DLSU-D Student Admissions Test.)**
- Check your DLSU-D Admissions Portal account within three (3) working days for the examination details and instructions.
- Take the DLSU-D Student Admissions Test (DSAT).
- Access DSAT results through DLSU-D Admissions Portal after 10 working days.

### STEP 4: INTERVIEW

- The interview schedule will be provided by the program representative/evaluator concerned. Qualified applicants will submit themselves to an interview conducted by the Junior High School Screening Panel.
- After the interview, check the application status via DLSU-D Admissions Portal and/or registered email address within five (5) working days.

### STEP 5: CONFIRMATION

- Select your final preferred program in the DLSU-D Admissions Portal.
- Pay the non-refundable and non-transferable confirmation fee of **₱4,500.00**. (Refer to STEP 3 for the official payment channels.)
- Upload the official receipt in the DLSU-D Admissions Portal. **(Note: Failure to upload the official receipt will defer the confirmation of the slot.)**
- Check your DLSU-D Admissions Portal account within five (5) working days for confirmation updates.

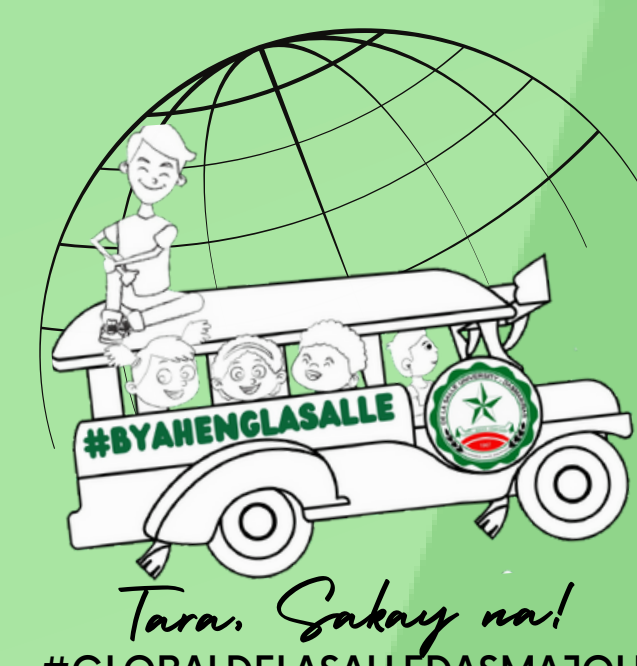
### STEP 6: ENROLLMENT

- Submit the documentary requirements to the Office of the High School Registrar during the designated schedule.
- Follow the enrollment schedule and procedures in the DLSU-D Admissions Portal.

SCAN TO APPLY



- Ayuntamiento De Gonzales, De La Salle University - Dasmariñas  
DBB - B, Dasmariñas City, Cavite, Philippines 4115
- Cavite Line: +63 (46) 481-1900 | Manila Line: +63 (2) 8779-5180  
Local Line: (3030)
- DLSU-Dasmariñas Center for Student Admissions
- dlsudadmissions
- admission@dlsud.edu.ph



DE LA SALLE UNIVERSITY - DASMARIÑAS  
**CENTER FOR  
STUDENT  
ADMISSIONS**

Tara, Gabay na!  
#GLOBALDELASALLEDASMAJOURNEY