

	ADMISSIONS PROCEDURES FOR GRADE 8, 9, 10 - FILIPINO APPLICANTS	
	Document Reference: EOMS-CAS-PRC-022	Revision Number: 002
	Confidentiality Level: Public use	Approval Date: August 25, 2026
	Review Cycle: Yearly	Effectivity Date: September 01, 2026

STEP 1: APPLICATION/VALIDATION

- Create your DLSU-D Admission Portal account through this link <https://admission.dlsud.edu.ph/admission/login.aspx> or scan the QR code at the side.
- Fill out the necessary files in your admission accounts to generate your DLSU-D application form.
- Upload pre-admission requirements:
 - Valid Identification Card (*current School ID or any government-issued ID, such as a Passport, National ID/PhilSys ID, Postal ID, Voter's ID, Driver's License or Student Permit, bearing the applicant's photograph and complete name*)
 - Latest fitness to study Medical Certificate (for applicants with declared disability)
- Check your application status via DLSU-D Admissions Portal within two (2) working days

STEP 2: EXAMINATION

- Pay the non-refundable and non-transferable ₱1,000.00 application fee.
 - Click "Proceed to Payment Portal" (if the page does not proceed, turn off your popup blocker on your browser)
 - From the Payment Portal select "Payments" (upper left on laptop/PC device and upper right on mobile device)
 - then click PAY.
- You may choose on any of the following:
 - MAYA (debit card and credit card)
 - QRPH (e-wallet and online banking)
 - Check the Payment Portal for a "Paid" status after a successful payment.
- Examination details and instructions will be available on your DLSU-D Admissions Portal within three (3) working days.
- Take the DLSU-D Student Admissions Test (DSAT).
- Access DSAT results through DLSU-D Admissions Portal after five (5) working days.

2.1. 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 three (3) working days.

STEP 3: CONFIRMATION

- Select your Grade Level through DLSU-D Admissions Portal.
- Pay the non-refundable and non-transferable confirmation fee of ₱6,500.00. (Refer to STEP 3 for available payment channels).
- Upload the Official Receipt in the DLSU-D Admissions Portal. (Note: Failure to upload the official receipt will defer the confirmation of slot.).
- Check your DLSU-D Admissions Portal account within three (3) working days for confirmation updates.

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.

Prepared by: (Sgd) MS. CAROLYN R. JARDINIANO Associate Director, Admissions & Testing Unit	Reviewed by: (Sgd) DR. MARIA NORNELYN L. CACHUELA Director, Center for Admissions and Scholarship	Approved by: (Sgd) MR. RAFAEL JULIUS D. ESTRADA Vice Provost for Enrollment Management and Student Experience
---	--	--



ADMISSIONS PROCEDURES FOR GRADE 8, 9, 10 - FILIPINO APPLICANTS

Document Reference: EOMS-CAS-PRC-022

Revision Number: 002

Confidentiality Level: Public use

Approval Date: August 25, 2026

Review Cycle: Yearly

Effectivity Date: September 01, 2026



DE LA SALLE
UNIVERSITY
DASMARIÑAS

DLSU-D Admission Process

GRADE 8, 9, 10 - FILIPINO APPLICANTS

STEP 1

APPLICATION / VALIDATION

- **Create an account** on the **DLSU-D Admission Portal**.
- Complete the required information and generate your application form.
- Upload the required documents:
 - **Valid ID** (School ID or government-issued ID)
 - **Medical Certificate** (if you declared a disability)
- Check your application status within **2 working days**.

STEP 2

EXAMINATION & INTERVIEW

- Pay the **P1,000 application fee** (non-refundable and non-transferable).
- Click "**Proceed to Payment Portal**." If it doesn't open, disable your browser's pop-up blocker.
- Select **Payments → PAY**.
- Choose your payment method:
 - MAYA – debit or credit card
 - QRPH – e-wallet or online banking
- Check the Payment Portal for a "**Paid**" status.
- Check your Admissions Portal for DSAT details within **3 working days**.
- Take the **DLSU-D Student Admissions Test (DSAT)**.
- Check your **DSAT results after 5 working days**.

Interview

- The program representative/evaluator will provide the interview schedule.
- Qualified applicants will undergo an interview with the Junior High School Screening Panel.
- Check your DLSU-D Admissions Portal or registered email for your application status within 3 working days.

STEP 3

CONFIRMATION

1. Select your **Grade Level** in the portal.
2. Pay the **P6,500 confirmation fee**.
3. Check your portal for confirmation within **5 working days**.

ENROLLMENT

1. Submit all required documents to the High School Registrar.
2. Follow the enrollment schedule and instructions in the DLSU-D Admission Portal.



DLSU – Dasmariñas Center for Student Admissions



admission@dlsud.edu.ph

Prepared by:

(Sgd) **MS. CAROLYN R. JARDINIANO**
Associate Director, Admissions & Testing Unit

Reviewed by:

(Sgd) **DR. MARIA NORNELYN L. CACHUELA**
Director, Center for Admissions and Scholarship

Approved by:

(Sgd) **MR. RAFAEL JULIUS D. ESTRADA**
Vice Provost for Enrollment Management and Student Experience