

# Late Application Processing Agreement

for  1st Term  2nd Term  3rd Term AY 20\_\_ - 20\_\_



1. I am duly aware that I wasn't able to apply during the regular application period and I am now part of the late application processing for De La Salle-College of Saint Benilde (DLS-CSB)..
2. My application results will be released only after the complete submission and assessment of my requirements. My acceptance into Benilde will also depend on the availability of slots and course offerings.
3. Subjects to be enrolled will depend on the course offering for the term with no request for new/additional courses.
4. Only students with confirmed enrollment shall be included in the final class list.
5. Should I be accepted and allowed to enroll, absences due to late enrollment are not considered excused absences. Therefore, accrued absences will be counted towards the maximum allowable absences as stipulated in the Student Handbook. It is the student's responsibility to consult with the teacher on lessons/class activities missed.
6. For International Students requiring student visa application. That the visa conversion process takes time and may not be finished in time for the opening of classes which may result in deferment of enrollment the succeeding term.
7. Those with Specific Education Needs or applicants with Psychological-Emotional-Mental Health concerns and/or Specific Learning Needs (e.g. dyslexia, ADHD, ASD, etc.) will not be entertained anymore since the application process involves a series of interviews that can not be finished in time for the start of classes. Applicants are advised to try the following term instead. Take note that the College is not obliged to provide any support or reasonable accommodation with regards to the conditions of student applicants who did not disclose during application.
8. Should there be discrepancies or misrepresentation regarding the submitted application and/or enrollment documents, DLS-CSB reserves the right to nullify my application and/or enrollment.

\_\_\_\_\_  
Applicant's Name & Signature

\_\_\_\_\_  
Parent/Guardian's Name & Signature

\_\_\_\_\_  
Date Accomplished

**Note.** This document is required before the status notification letter is released to applicants.

**[CENTER FOR ADMISSION's Copy]**



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Applicant's Name & Signature

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Parent/Guardian's Name & Signature

\_\_\_\_\_  
Date Accomplished

**[APPLICANT's Copy]**