Application Requirements and Procedures for Grade 8 transfeerees at the Ateneo Junior High School

Qualifications to take the Entrance Test for Grade 8 Applicants to the AJHS

1. The applicant must be a member of his school's Grade 7 batch at the time of application.
2. He must have good grades and deportment.
3. He must not have applied for Grade 8 at the AJHS prior to this application.

Requirements and Procedures

1. Download the Application for Admission form and the Personal Information Sheet and print all pages of the forms on size A4 bond paper. The student applicant must complete the forms in his own handwriting and submit the same together with the following requirements:
   a. photocopy of the report card of the last completed school year (Grade 6, SY2013-2014)
   b. photocopy of the 3rd Quarter report card for Grade 7 of the current school year (SY2014 -2015)
   c. HANDWRITTEN autobiography on size A4 bond paper
   d. two recent I.D. pictures (1” x 1”) in COLOR
   e. photocopy of Birth Certificate (NSO Copy)
      • if applicant is NOT a Filipino citizen, submit a photocopy of your
        o Alien Certificate of Registration (ACR), and
        o a Special Study Permit issued by the Bureau of Immigration
      • if applicant has DUAL citizenship, submit a photocopy of your Philippine Passport or a Certificate of Recognition As a Filipino Citizen

2. Pay the non-refundable amount of Php700.00 application and testing fee at the Ateneo Grade School cashier. Cashier’s office hours are from 7:15AM to 3:30PM, Mondays to Fridays. For expatriates and Filipino applicants from foreign schools, an additional processing fee of US$25.00 will be charged.

3. Present your (a) official receipt, (b) fully accomplished Application form, (c) Personal Information Sheet and (d) a complete set of requirements to the Ateneo JUNIOR HIGH SCHOOL Administration Office (located at the David Hall, Ateneo GRADE SCHOOL Campus) on or before 3:00PM, 17 March 2015 (Tuesday). The student applicant will be provided his Entrance Test Permit upon submission of these requirements.

4. IMPORTANT: Incomplete application forms will not be processed

5. Applicants will be notified by mail of the decision on their application on or before 07 April 2015. Please update the office of any changes in your mailing address and contact numbers. Results will not be released over the telephone. Should you have further inquiries, please call the Administration Office of the Ateneo Junior High School at 4266001 local 7010 or 7011. Inquiries can also be emailed to mbborromeo@ateneo.edu.

6. Accepted applicants have to inform the Ateneo Junior High School of their intention to pursue their application by submitting the Intent to Enroll form enclosed with the acceptance letter within the period indicated so slots can be reserved for them. Non-submission of the form will be interpreted as a withdrawal of the application. The deadline for the submission of Intent to Enroll form is on 14 April 2015.