I. General Information

Name of University	University of the Philippines Diliman
Office	Office of International Linkages Diliman Office of the Vice-Chancellor for Academic Affairs
Director	**Carlene PC Pilar-Arceo, Ph.D.**
Mailing Address	Office of International Linkages Diliman Room 314, Institute of Mathematics Annex Building, CP Garcia Ave., University of the Philippines Diliman, Quezon City 1101, Philippines
Contact Number	(+63-2) 8981 8500 local 2561
Email Address	Office of the Director: oildiliman_director@up.edu.ph Office of International Linkages Diliman: international.upd@up.edu.ph Student Mobility Section: oild_studentmobility.upd@up.edu.ph
Website	University of the Philippines Diliman: www.upd.edu.ph Office of International Linkages Diliman: www.international.upd.edu.ph
Student Mobility Staff	**Aura Fe Julia Carbonilla (Ms.)** *Section Head* oild_studentmobility.upd@up.edu.ph **Beatrice Marie Valencia (Ms.)** *Inbound Student Mobility Coordinator* oild_inbound.upd@up.edu.ph **May-i Waya Sanyata Lao (Ms.)** *Outbound Student Mobility Coordinator* oild_outbound.upd@up.edu.ph **Rabbi Tumampos (Mr.)** *Visa Liaison Officer* oild_visaandpermits.upd@up.edu.ph

II. University and Academic Information

University of the Philippines (UP)

The **University of the Philippines (UP)** is the country's national university. This premier institution of higher learning was established in 1908 and is now a university system composed of eight constituent universities and one autonomous college, located in 17 campuses all over the archipelago. As of 2020, the Commission on Higher Education has declared 41 units of the university as Centers of Excellence; while 5 units have been declared as Centers of Development.

UP Website

University of the Philippines Diliman (UP Diliman/UPD)

The **University of the Philippines Diliman (UP Diliman)** is the main campus of the UP System, located in Quezon City, Metro Manila. UP Diliman is the most comprehensive constituent unit with 275 academic programs. It is composed of almost 50 percent of the entire UP System student population. UP Diliman has extensive alliances with international institutions of higher learning for joint academic programs, research, and student exchange—providing the institution with opportunities for curricular enhancement, faculty development, resource generation, and sharing of expertise and programs.

UP DILIMAN Website

Academic Calendar

The regular academic year in UP Diliman is divided into two (2) semesters and a midyear term:

First Semester:	August to December
Second Semester:	January to May
Midyear Term:	June to July

All academic units of UPD operate under the semestral system, except the master's program of the Marine Science Institute (MSI), School of Archaeology (UPSA), Cesar EA Virata School of Business (VSB) which operates under the trimestral system.

Academic Programs

Academic programs in the University of the Philippines Diliman are grouped into four (4) academic clusters:

1. Arts and Letters,
2. Management and Economics,
3. Science and Technology, and
4. Social Sciences and Law

Colleges and institutes under each cluster can be accessed through:

Academic Clusters

Exchange students may take courses from various programs available in the university. These programs can be accessed through:

Undergraduate Programs

Graduate and Postgraduate Programs

Course Load

Undergraduate exchange students are advised to enroll in a **minimum of two (2) courses and a maximum of four (4) courses** (five (5) courses shall be allowed given that one is a PE class) in a regular semester.

Graduate exchange students are advised to enroll in a **minimum of two (2) courses and a maximum of three (3) courses** in a regular semester.

This is the recommended course load for students. The home university still has the discretion for the course load their student will be enrolling in UPD. However, if the student isn't required to take a certain number of courses, we highly recommend only taking a maximum of 4 courses.

Credit Units

Most classes in the university have three (3) credit units, which are taught in three (3) hours in two (2) meetings per week *(each meeting consists of 90 minutes of activities, lecture, discussion, seminar, tutorial, or recitation, or in any combination of these forms)*. There are 16 weeks of class meetings in a semester.

Offered Courses

Exchange students may choose any course from any degree offering unit in UPD *upon approval of the specific college/unit subject to availability of slots*. This is to check if the student satisfies necessary background or prerequisite courses for a particular course and if there are still vacant slots.

For more courses offered by UPD, an online catalog with their course codes and numbers, course titles, and short course descriptions can be accessed through:

UPD Course Catalogue
UPD Academic Catalogue

A guide for abbreviations and symbols for easier navigation can be accessed through:

Guide for Abbreviations and Symbols

NOTE:

- Availability **of courses for the semester depends on the semester** it is offered (e.g., L Arch 11 is only offered during the 1st Semester, and L Arch 12 is only offered during the 2nd Semester).
- Courses with course numbers from **1 to 199 are undergraduate level**, and course numbers **200 and above are graduate level**.
- Undergraduate students may only take courses for undergraduate, while graduate students may take either courses for undergraduate or graduate level (e.g.,Undergraduate: Fil 3, Eng 100; Graduate: CL 220, Plan 299).
- Courses from the College of Law are not open to undergraduate and international exchange students.

Offered Courses

General Education courses are offered to students for their holistic development while studying at UP Diliman. There are minimal, or almost no prerequisites for General Education (GE) courses.

The list of General Education courses can be accessed through:

List of UPD GE Courses

Recommended courses for exchange students are Filipino 3 and 4 (Speaking in Filipino), Speech 30 (Public Speaking and Persuasion), and English 13 (Writing as Thinking).

Filipino Courses

UPD offers Filipino 3 and Filipino 4 (*Introductory Filipino Course for Foreigners*) and is **strongly recommended** to learn the Filipino language and be introduced to Filipino culture.

Language of Instruction

The main medium of instruction is Filipino, but majority of the courses are taught both in English and Filipino where majority of the class resources are also in English (depending on the course and professor).

The UP Language Policy provides for the development and use of the Filipino language while maintaining English as a global lingua franca. English shall be maintained as the primary international language in the university to serve as its chief medium of access to the world's intellectual discourse.

III. Grading and Credit System

The following shows the grading system in the University of the Philippines Diliman, including its equivalent in percentage, letter grades and grade points:

UP Grade	Adjectival Equivalent	Percentage	Letter Grade	Grade Point
1	Excellent	97-100	A	4
1.25		94.25	A-	3.625
1.5	Very Good	91.5	B+	3.25
1.75		88.75	B	2.875
2	Good	86	B-	2.5
2.25		83.25	C+	2.125
2.5	Satisfactory	80.5	C	1.75
2.75		77.75	C-	1.375
3	Pass	75	D	1
4	Conditional			
5	Fail	Fail	F	0
INC	Incomplete			
DRP	Drop			

UP System Academic Credit Transfer System (UP ACTS)

The following shows the academic credit transfer system in the University of the Philippines Diliman for different places which includes their crediting system, student's equivalency workload, and teaching/contact hours:

Nation / Region	Proposed Credit conversion with 1 AAC credit	Equivalency in student workload	Teaching / Contact Hours
Asia (AACs)	1 AAC credit	38 to 48 hours	13 to 16 hours
The United States	1 credit	45 hours	15 hours
Europe and neighboring countries	1.5 ECTS points	37.5 to 48 hours	-
England, UK (CATS)	3.0 CATS points	1 ECTS = 2 CATS points (however, 1 CATS = 10 hours)	-
Latin America (CLAR)	1.5 CLAR credits	37.5 to 48 hours	-
Middle East (ANQAHE)	1 credit	45 hours	-

Official Transcript of Records

After the semester, the exchange students will be given a certificate of completion from OIL Diliman. For transcript, students **should accomplish and submit the following:**

1. University Clearance Application Form
2. Transcript of Records Application Form
3. UP Data Privacy Consent Form
4. Feedback Evaluation and Testimonial Form

Processing of transcripts will take at least eight (8) weeks after the student submits the requirements above. A **True Copy of Grade (TCG)** will be provided while waiting for the processing of the transcript.

Delivery of Transcripts

A scanned copy of the transcript will be sent through email to the coordinators of the students.

Partner universities may choose either to have the original transcript delivered to their student mobility office or to only have a scanned copy through email.

Crediting of Courses

Students must follow the guidelines for crediting set by their home university. At the start of each semester at UP Diliman, the student should coordinate with their professors whether they need to be issued a numerical grade or pass/fail.

IV. Life in the Philippines and UP Diliman

Climate and Weather

The Philippines is located near the equator. It has only three seasons: Rainy Season (June to November), Cool Dry Season (December to February), and Hot Dry Season (March to May).

The warmest month is May, while the coolest is January. Due to *Amihan* or the Northeast Monsoon, prevailing cold winds from Siberia affect the east of the Philippines from October to early March. During the months of June to early October, the *Habagat* or Southwest. Monsoon is characterized by heavy rainfall and humid weather.

Estimated Living Expenses

Food

There are no food services available inside dormitories; however, there are several canteens, food shops, and districts within and around the university. Inside the campus, each meal is estimated to cost around Php 80 to 150. Shopping malls and districts are available within vicinity where food costs around Php 150 to Php 300.

Transportation (Getting Around Metro Manila)

Jeepney: The common mode of transportation within and outside the university is through jeepneys. There are three (3) major jeepney routes inside the university:

- Ikot/Toki: Yellow Roof
  - Route: Going around the university
  - Cost: Php 13 base rate**
- Katipunan: Red roof
  - Route: Going to Katipunan Avenue
  - Cost: Php 13 base rate
- Philcoa, MRT/Pantranco, and SM North (Green roof)
  - Route: Going out of the campus towards Philcoa, MRT, and SM North
  - Cost: Php 13 base rate**

Train: There are three (3) rapid transit lines (Line 1-3) around Metro Manila, with different stations from each other. A single journey ticket costs Php 13 base rate, depending on the destination.

Other Modes of Transportation:

There are modes of transportation to commute and travel around the Philippines like taxis, bus, ferries, ride-hailing applications, etc.

Students, from elementary to undergraduate level, are **entitled to a 20% fare discount on all public transportation—land, air, and water.

Accommodation

On-campus Dormitory for International Students

Students have to pay for two months advance at the start of the semester plus other association fees. Fees exclude laundry and food services.

The dormitories are non-smoking facilities and cooking is not allowed.

Acacia Residence Hall

Capacity:	Three (3) persons per room
Lodging:	Php 3,000 per month
Electricity:	Php 500 per month (Estimated depending on the electricity usage)
Amenities:	Bed w/ foam, tables and chairs

Students have to pay Php 100 for drinking water fee. Upon check-in, students should provide their own cabinets, bed covers, pillows and fans.

Off-campus Housing

There are several student housings within and around the university. Apartments and condominiums are available along Katipunan Avenue. While students who prefer to stay off-campus have the discretion to look for their own housing, we highly advise students to be cautious when selecting their accommodation outside the campus.

Once settled, students must inform the office the name and address of their accommodation.

University Activities

The highlighted university activities below are various student activities organized around the university throughout each semester that are available for exchange students.

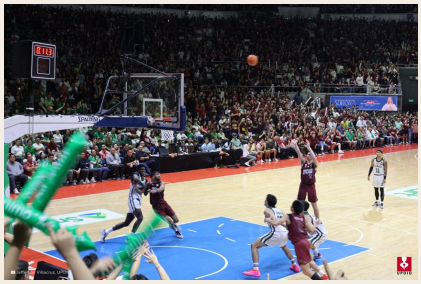
University Welcome Assembly **(every 1st semester)**
UP Diliman conducts a welcome ceremony for freshmen and new students, including the international exchange students.

Alternative Classroom Learning Experience (ACLE) **(every semester)**
Academic freedom is one of UP's virtues. Spearheaded by the University Student Council and student organizations in the university, ACLE is a half-day university event that features various talks, fora, academic discussions, workshops, and activities that promote academic development and freedom beyond the four walls of a classroom.

Lantern Parade **(every December)**
The Lantern Parade is the university Christmas celebration. It features different colorful lanterns and floats from every college or unit in the university.

UP Fair **(every February or April)**
UP Fair is a week-long event organized by the University Student Council that features a series of concerts from local bands and artists. It also includes different food booths and carnival rides.

University Athletics Association of the Philippines (UAAP) Games
The university competes in various sporting activities in the UAAP. Students may attend different games and culminating activities such as the cheerdance competition. Schedules of each game of each sport vary every UAAP season.



Photos from left to right: University Welcome Assembly 2026 (photo by Jerald DJ Caranza), Pag-iilaw 2025 (photo by Jerald DJ Caranza), Lantern Parade 2025 (photo by Jefferson Villacruz), UP Fair 2025 (photos from UP Fair Facebook Page), UAAP Season 87 (photo by Jefferson Villacruz).

V. Student Mobility in UPD

Office of the Vice Chancellor for Academic Affairs (OVCAA)

The **Office of the Vice Chancellor for Academic Affairs (OVCAA)** is a global leader in delivering quality academic programs in higher education. We seek to sustain a nurturing and enabling academic environment that inspires and encourages academic freedom and critical scholarship, creativity and innovation, inclusion and diversity. As the premiere national university OVCAA takes the lead in the development and use of learning materials, knowledge products, and educational technologies for the benefit of the Filipino public.

Office of International Linkages Diliman (OIL Diliman / OILD)

The **Office of International Linkages Diliman (OIL Diliman)** is under the OVCAA, serves as the bridge that will allow multi-directional exchanges between the UP Diliman and academic institutions, with the goal of bringing in new knowledge and technologies that will make UP Diliman's academic, research and extension activities at par with global standards while enhancing the appreciation of the Filipino identity. OIL Diliman consists of three (3) sections,

1. Academic and Administrative Staff Mobility Section
2. Partnership and Communications Section, and
3. Student Mobility Section

Student Mobility (SM) Section

The **Student Mobility Section** handles all international students in UP Diliman: regular, exchange, and visiting.

During the enrollment of the international students in UP Diliman, SM assists with the application for their visa. For exchange students, SM facilitates their documents for admission and their enrollment in UP Diliman. Throughout a semester, SM conducts various activities to introduce and expose the students to Filipino culture. SM assists the exchange students as they adapt to a new university and country.

***Katuwang*: OIL Diliman's Student Assistants**

A group of former outbound UP Diliman students from different majors, year levels, and backgrounds assisting with OIL Diliman- related activities. The *Katuwang* also functions as local buddies for the international exchange students in UP Diliman.

Activities offered by OIL Diliman

***LAYAG:* Study Abroad Fair (every 2nd semester)**
The Study Abroad Week is a week-long event full of talks and information sessions promoting various study abroad opportunities at the university.

Chancellor's International Reception (CIR)
(every 2nd semester; Wednesday of the Linggo ng Parangal)
A night of fellowship where the chancellor of UP Diliman recognizes UPD's embassy partners, including international academic institutions, faculty, and students that have enriched the university's academic environment.

Activities offered by OIL Diliman

OIL Diliman offers various activities for the international exchange students to have more holistic experience as they stay in the university.

***Pahibaló:* Guided Orientation for UPD Inbound Study Abroad Application (every semester; two (2) days after the nomination deadline)**
An orientation to guide the applicants of the processes for their application to study abroad in UP Diliman.

***Pagsalubong:* OIL Diliman Orientation for International Inbound Students (every semester; Monday of Registration Week)**
Students are advised to arrive the weekend before the registration week. The orientation includes tips, know how's, and what to expect for their UPD life and life in the Philippines.

***Gender Sensitivity and Anti-Sexual Harassment Orientation* (every semester)**
This mandatory orientation aims to promote a safe, respectful, and inclusive environment through the understanding of gender equality and equity in the Philippines and introduction of the UP Anti-Sexual Harassment Code.

***Kalinangan:* International Students' Culture Fest (every semester)**
International students, with the support of OIL Diliman, organize a day to feature cultural presentations, fairs, and activities that promote cultural exchange and the international community to the local community.

***Pasalubong*: OIL Diliman End of Semester Program for International Inbound Students (every semester)**
A culminating program as the semester ends for the international inbound students, where OIL Diliman recognizes their time and effort as a student in UP Diliman and sends souvenirs for them to bring back home as commemoration.

***Suroy-Aral:* Cultural Trip (every semester)**
A free cultural exposure trip outside Metro Manila for the international exchange students. Previous trips include visiting other UP campuses, relaxing at resorts, and enjoying the nature. Various activities engaged the students in this trip, like tree planting and Filipino games.

NOTE: Participation from international students are **required** for activities with asterisk (*).

VI. Eligibility for Study Abroad Program in UPD

Nationality

UP Diliman welcomes all nationalities to experience their life in the Philippines and as a student in UPD.

NOTE: If the student is a **Filipino studying abroad**, they may submit their Philippine passport and birth certificate or identification certificate as supporting documents.

Number of Students

The number of students that the partner universities may send for nomination and application varies based on the agreement made between the UPD and the partner institution. **Please contact the program staff to confirm the information.**

Duration of Exchange

One (1) semester, two (2) semesters, OR one (1) academic year (including Midyear Term). The duration of the exchange program varies depending on the agreement made between the UPD and the partner universities.

GPA Requirement

While there is no GPA requirement for students to be admitted to UP Diliman as exchange students, the home university still has the discretion to have a GPA requirement upon the students' application.

Language Proficiency

While there is no language proficiency nor certification needed for students to be admitted as exchange students in the UP Diliman, the home university still has the discretion to have an English language proficiency requirement upon students' application.

We **highly advise** the students to have a minimum score of at least 500 in the paper-based, or at least 173 in the computer-based, or at least 61 on the internet-based (IBT) forms of the Test of English as a Foreign Language (TOEFL) or at least a score of 5.5 in the International English Language Testing System (IELTS) or a certification from a duly authorized unit.

VII. Nomination and Application Process

Nomination

The host university should nominate the students through the nomination form: **Study in UPD Official Nomination Form**

Nominations are acknowledged via email by the OILD Inbound Student Mobility Coordinator **two days after the deadline for nominations**. Upon acknowledgment, the coordinator will email the digital copies of the required forms. Additional information regarding the application and semester is included in this email.

NOTE: We will be opening the nomination link for the **First Semester on March 1** and for the **Second Semester on August 1**.

Requirements

Application requirements are listed below:

1. Form 1 – International Non-Regular Admission Application Form*
2. Form 2 – Student Directory*
3. Official Transcript of Records (***in English***)*
4. Copy of passport bio-page*
5. International Exchange Student Online Information Form
6. Nomination Letter from Home University addressed to the OIL Diliman Director
7. Copy of Language Proficiency Exam Result (*if available*)
8. Pre-Enrollment Health Assessment (PEHA) Form and other UPD Medical Requirements (***in English***)

Attach photos per required form. Also prepare for extra copies of ID pictures upon arrival in the Philippines. Make sure that each required form is signed.

Visiting students are required to **submit a proof for their language proficiency** and to **pay for an application fee** upon arrival in the university in order to be eligible for admission.

NOTE: Documents with asterisk(*) are required for postal submission.

Submission of Requirements

Requirements must be submitted **twice**:

1. Online Submission
   - All forms will be submitted through the online **International Exchange Student Online Information Form**.
   - After uploading the requirements, please **notify** the OILD Inbound Student Mobility Coordinator.
2. Postal Submission (Hard Copy)
   - Required documents noted above are to be submitted through post.
   - Requirements will be checked and reviewed by the OILD Inbound Student Mobility Coordinator before the approval to ship the documents to the Philippines. Submit the hard copy of the requirements **ONLY** after the go signal from the coordinator.

Requirements should be submitted on or before the deadline.

Deadlines

Deadlines vary per semester. Please follow the indicated dates below:

	First Semester	Second Semester
Nomination	**April 15**	**September 15**
Application	**April 30**	**September 30**
Postal Submission	**May 15**	**October 15**
PEHA and Other Medical Results	**May 30**	**October 30**

***Pahibaló:* Guided Orientation for UPD Inbound Study Abroad Application**

This is a **required** orientation provided by OIL Diliman for the student applicants to guide them on the application process.

The schedule for this varies per semester, and details will be given along with the acknowledgement of the nomination

VII. Required Health and Travel Insurance

Eligible International Students (EIS)

Cognizant of the resource and logistical implications of repatriation and assistance to distressed international students, a whole-of-government approach in adopting a formal University Policy is necessary to effectively respond to national emergencies and mitigate health and safety risks.

EIS should:

1. Avail for travel insurance
2. Book a flexible round-trip airfare/ticket

Requirements

EIS should prepare for the following:

1. Health insurance recognized by local health providers at the Local Government Unit (LGU) level with
   a. medical expenses amounting to Php 1,000,000
   b. COVID-19 coverage
   c. medical repatriation, including death
2. Full travel insurance for a roundtrip airfare/ticket, including the following
   a. rebooking costs
   b. air ticket cancellation
   c. search and rescue cost
   d. travel assistance cancellation
3. Emergency money worth at least Php 32,000 for 30 days stay in case of a lockdown:

ITEM	COST FOR 30 DAYS (Php)
Food	18,000.00 (200 Php per meal)
Dormitory fees (single occupancy)	9,000.00
Supplies (Toiletries, Masks, Disinfectants)	10,000.00
Local Transport	3,000.00
Internet Fees	1,500.00
TOTAL	**32,000.00**

This amount will serve as a deposit to dormitories accepting EIS. Unused funds must be returned to the EIS

IX. Acceptance and Admission

Acceptance Letter

OIL Diliman will assess the submitted documents, which will then be forwarded to the Office of the University Registrar (OUR). OUR issues the acceptance letters of the international exchange students.

Admission

Enrollment Permit
For exchange students to be admitted, they are required to have an **approved** Enrollment Permit. Students are **required** to submit the necessary supporting documents (i.e. visa, insurance) to OIL Diliman every semester before the registration period. This is to verify that the admission requirements are up to date.

Insurance
For admission, a health and travel insurance is **required** to be submitted along the enrollment permit. Without an insurance, the enrollment permit will not be approved.

Arrival Information

Once the exchange students receive their acceptance letters, they are **required** to submit their arrival information.

Exchange students are expected to arrive 1-2 days before the registration week. OIL Diliman will inform the students of the schedule for the semester.

NOTE: DO NOT purchase plane tickets **before** receiving the acceptance letter. The expected arrival dates will be confirmed upon the issuance of the acceptance letter.

Accommodation

During the application, exchange students should state if they wish to stay at the on-campus dormitory. If they choose to stay outside the campus, they need to inform OIL Diliman of their accommodation address.

X. Visa Information

Entering the Philippines with a Tourist Visa

Exchange students will arrive in the Philippines with a **tourist visa**.

The *study permit or visa* that students need in order to stay and study in the Philippines can only be applied and processed **after their arrival** in the country. OIL Diliman will assist the students throughout their application.

Special Non-Immigrant Visa (47a2)

Exchange students nominated by partner universities are eligible to apply for a **Special Non-Immigrant Visa (47a2)**. The process takes up to a *maximum of five (5) months* as it is processed by the Department of Justice and Bureau of Immigration in the Philippines.

The passports of the students must be submitted to OIL Diliman for the processing of the visa, while the other requirements will be prepared by OIL Diliman.

This visa is recommended for students staying for **two (2) semesters**.

NOTE: The students are advised to postpone their travels while the visa is being processed. Please resume travel plans abroad after receiving the fully processed visa.

Special Study Permit (SSP)

Alternatively, exchange students may apply for a **Special Study Permit (SSP)**. SSP is issued by the Bureau of Immigration in the Philippines, allowing foreign students to study in the Philippines for up to two (2) semesters. The processing of SSP takes up to a *maximum of three (3) weeks.*

SSP is only a permit and **not a visa**; hence, the students are **required to extend their tourist visa** every time before it expires.

This permit is recommended for students staying for only **one (1) semester.**

Filipino Students Abroad

Students studying abroad who bear a Philippine nationality *do not need to apply* for a visa or permit, as long as they submit the following documents:

1. Philippine Passport
2. Philippine Statistics Authority (PSA) issued Birth Certificate or an Identification Certificate