



DEPARTMENT OF PSYCHOLOGY
College of Social Sciences and Philosophy
University of the Philippines
Diliman, Quezon City
Tel. No. 928-2728

UPDDP Graduate Program
Application Procedure
Academic Year 2019-2020

APPLYING FOR AN MA and PH.D. IN PSYCHOLOGY

The department's graduate programs offer academic training towards both the MA and Ph.D. degrees in Psychology. The training offered at the master's level is more generalist in orientation although students may also choose to focus on a specific area of interest. At the Ph.D. level, the training is more specialized and students are thoroughly trained in a specific area in Psychology (i.e., Developmental, Social, Philippine, Clinical, and Personality).

Anyone with an AB or BS degree from an accredited college or university may apply for admission. Applicants who hold a bachelor's degree in fields other than Psychology, or those who earned their undergraduate degree in Psychology from schools other than the University of the Philippines-Diliman may be required to enroll in some undergraduate courses in Psychology. A minimum average in these enrolled courses will be required. Applicants should note that our graduate classes are scheduled from 5:30-8:30 P.M. on weekdays while undergraduate classes are earlier, from 7:00 am to 5:30 pm. Only a few classes are scheduled on Saturdays (9:00-12:00 or 2:00-5:00). Working applicants who are accepted into the graduate program should therefore be prepared to make adjustments in their work schedules.

To apply for admission to the program, the following steps should be taken.

1. Accomplish the forms in the application package. To download the forms, visit the department website (psych.upd.edu.ph). Go to "Graduate Program" and click "DOWNLOABLE FORMS." The Application Package includes the following: a) Application Procedure, b) Application Form, c) Recommendation Form and d) Application Cover Page. Copies of these forms are also available in the UPD Department of Psychology office.
2. Pay the application fee. For foreign applicants, the application fee is \$25. For Filipino applicants, the application fee is P100. This amount should be paid at the University Cashier's Office, to the Department of Psychology, CSSP Trust Account Code 1562-884-952-005-457.
3. Submit the completely filled-up application forms (2 copies) to the Department of Psychology. The following documents should also be included:
 - a) Three sealed recommendations from professors and/or employers using the recommendation forms included in the Application Package;
 - b) Three copies (one original and two photocopies) of transcript of records;
 - c) Two passport size photos;
 - d) One self-addressed and stamped letter envelope;
 - e) One long white folder;
 - f) Proof of Payment of Application Fee (original);
 - g) Certificate of GWA/GPA or equivalent
 - h) TOEFL Score (for foreign applicants)

SUBMISSION

Applications are accepted on a YEARLY basis. For SY 2019-2020, applications are accepted from October 15, 2018, Monday to January 31, 2019, Thursday. Only complete applications with proof of payment will be evaluated by the Admission Committees.

ACCEPTANCE

Applications are reviewed by the Graduate Admission Committees in the first quarter of the year. In some cases, applicants may be asked to come for a face-to-face interview during this period. Results of the deliberations are sent out by the second week of JUNE. All decisions regarding acceptance to the program will be final. No appeals will be entertained. If you do not hear from the department by then, follow-up inquiries should be made by phone or by email. Those accepted into the program should let the Department know by the end of June whether or not they intend to enroll in the next school year.

However, a student may choose to DEFER enrollment. A written request for such a deferment should be submitted to the Chair, Department of Psychology. The deadline for receiving such requests will be the first day of classes for the first semester. Failure to respond by this date will be taken as a sign of disinterest and acceptance/admission to the program will be withdrawn.

Deferments are valid for only a year. Failure to enroll after a year results in the student being dropped from the list of accepted applicants. Should students decide to pursue graduate studies afterwards, they would have to reapply to the Department and their applications will be evaluated together with those of the current batch of applicants.

All further inquiries regarding the graduate program in Psychology should be addressed to:

**Dr. Michelle G. Ong
The Chairperson**

**DEPARTMENT OF PSYCHOLOGY
University of the Philippines
Diliman, Quezon City 1101
P H I L I P P I N E S**

*Applicants who are only in their senior year for their undergraduate degree should submit a transcript without their final semester's grades. Note, however, that admission to the program will ultimately depend on successful completion of the undergraduate degree.