

University of the Philippines Baguio
COLLEGE OF SOCIAL SCIENCES

CALL FOR APPLICATIONS
for AY 2022 - 2023
Ph.D in Indigenous Studies

APPLICATION REQUIREMENTS

- Diploma of Master's Degree in the Humanities, Social Sciences, Natural Sciences, or other related fields
- Letter of Intent (addressed to the Dean of the College of Social Sciences)
- Duly Accomplished Application Form*
- At least 2 Reference Report Forms*
- 3 to 4-page research proposal
- Resume/Curriculum vitae
- Original Transcript of Records and Diploma of previous academic degrees (original and certified photocopy of the original)
- Interview
- Birth certificate
- FOR WORKING STUDENTS: an official permit from his/her employer or supervisor indicating the maximum number of units the student is allowed to enroll
- FOR MARRIED WOMEN: photocopy of Marriage Certificate**
- FOR FOREIGN STUDENTS (non-English): a Test of English as a Foreign Language (TOEFL) score of 500
- Payment of application fee (PhP 250.00)

* You can download the forms at <http://gpo.upb.edu.ph/forms-fees>.

**The photocopy of Marriage Certificate is only for proof of change in name from previous academic records

APPLICATION PROCESS

1. Prepare and save the following documents in PDF:
 - **Letter of Intent** (addressed to the Dean of the College of Social Sciences, Dr. Leah E. Abayao)
 - **Resume/Curriculum Vitae**
2. Accomplish the **Application Form (UPB-GP Form No. 1)**
 - Attach a **2 x 2 ID** picture and your **e-signature**.
 - Answer the essay portion in the form.
 - Save the document in **PDF format**.
3. Accomplish the needed information in the **Reference Report (UPB-GP Form No. 2)** and send this to your identified references (at least two references). The form will be sent directly by the references to the GPO email.
4. Prepare your **research proposal** using the following format:
 - a. Font style: **Arial**
 - b. Font size: **12**
 - c. Spacing: **1.5**
 - d. The 3-4 page proposal must contain the following:
 - i. *Research Topic*
 - ii. *Brief Background/Rationale*
 - iii. *Research Problem*
 - iv. *Research Objectives*
5. Scan the **original/certified true copies** of the following documents:
 - a. Official Transcript of Records (OTR)
 - b. Diploma
 - c. Birth Certificate
 - d. Official permit from employer (unless released in PDF)
 - e. Marriage Certificate (if applicable)
6. Pay the **Application Fee of Php 250.00** and send **proof of payment** (scanned deposit slip/digital receipt) through email at **gpo.upbaguio@up.edu.ph** and **cash.upbaguio@up.edu.ph** with the SUBJECT: Last Name-Proof of Payment (Ex. Dela Cruz-Proof of Payment)

BANK DETAILS

Land Bank of the Philippines (LBP)

Account Name: UP Baguio Revolving Fund

Account Number: 0221-3287-28

Development Bank of the Philippines (DBP)

Account Name: UP Baguio Revolving Fund

Account Number: 0-00364-5107

CHECKLIST

- Letter of Intent (PDF)
- Application Form (UPB-GP Form No. 1)
- Reference Reports (UPB-GP Form No. 2)
- 3–4-page research proposal (PDF)
- Resume/Curriculum vitae (PDF)
- Original Transcript of Records (scanned original/certified true copy)
- Diploma (scanned original/certified true copy)
- Birth Certificate (scanned original)
- Official permit (if applicable; scanned/PDF)
- Marriage Certificate (if applicable)
- For foreign students (non-English), official TOEFL score certificate
- Proof of Payment (scanned deposit slip/digital receipt)

SUBMISSION

All the documentary requirements (refer to checklist), must be sent to gpo.upbaguio@up.edu.ph, on or before the deadline: **10 June 2022**.

Please follow this format for the email subject: Last Name-ISP Application (Ex. Dela Cruz-ISP Application).

Please note that the **submission of the original (physical) copies** of all the documents will be required before enrollment.

INTERVIEW

Applicants who have submitted the complete and required documents shall be informed about their interview schedule via email.

TUITION and OTHER FEES

Tuition Fee: PhP 1,500.00 / unit

Miscellaneous Fees: PhP 1,050.00 / unit *

EDUCATION DEVELOPMENT FEE (for foreign students only)

Non-Resident Alien: USD 500

Resident Alien: USD 250

*This is an estimation based on the miscellaneous fee for the 2nd semester, A.Y. 2020-2021, of another doctoral degree program at UP Baguio

CONTACT US

For queries and concerns relative to the Indigenous Studies Program, please send us a message through the following:

E-mail: gpo.upbaguio@up.edu.ph

Facebook: [PhD in Indigenous Studies-UP BAGUIO](#)

Address: Graduate Program Office (GPO)
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