

3. Students may apply on-line for Socialized Tuition System (STS) at www.sts.up.edu.ph for tuition discounts.
4. Various private scholarships are also available for qualified and deserving students. Tuition fee and/or stipends are included in the scholarship package. Inquiries should be directed to:

**COMMITTEE ON SCHOLARSHIPS, HONORS
& AWARDS**

UP College of Medicine
547 P. Gil St., Ermita, Manila
Telephone No. 5264195

Address all other inquiries to:

THE DEAN/COLLEGE SECRETARY

UP College of Medicine
Tel. No. 5264170
Email: dean-cm@post.upm.edu.ph

ADMISSIONS COMMITTEE

UP College of Medicine
547 Pedro Gil St., Ermita, Manila
Telefax: 536-1368
Email: admissions.upcm@gmail.com

Contents of this handbook maybe subject to change without prior notice.

**COLLEGE OF MEDICINE
UNIVERSITY OF THE PHILIPPINES MANILA**



**ENTRANCE REQUIREMENTS
GUIDELINES AND POLICIES
ON ADMISSION
leading to the Degree of
DOCTOR OF MEDICINE
(PAASCU LEVEL IV Accredited)
Academic Year 2018-2019**

**OFFICERS OF ADMINISTRATION
2015-2018**

CARMENCITA D. PADILLA, MD
Chancellor, UP Manila

AGNES D. MEJIA, MD
Dean, College of Medicine

SALOME NICDAO-VIOS, MD
College Secretary

CORALIE D. DIMACALI, MD
Associate Dean for Academic Development

ARMANDO C. CRISOSTOMO, MD, MHPed
Associate Dean for Planning & Research

MADELEINE W. SUMPAICO, MD
Associate Dean for Faculty & Students

LENORA C. FERNANDEZ, MD, FPCCP, DMHPed
Director, Postgraduate Institute of Medicine (PGIM)

RAFAEL C. BUNDOC, MD
Assistant to the Dean for Alumni Affairs

ANTHONY GERONIMO H. CORDERO, MD
ABDEL JEFFRI A. ABDULLA, MD
Return Service Obligation

CARLO G. CATABIJAN, MD, MAHPS
Chair, Admission Committee

FRANCISCO P. TRANQUILINO, MD
*Special Assistant to the Dean and
College Secretary*

LEILANI S. APOSTOL-NICODEMUS, MD, MScFM
*Assistant to the Associate Dean for
Academic Development*

ESTER G. PENSERGA, MD
*Assistant to the Dean for
International Linkages*

LYNN CRISANTA D.R. PANGANIBAN, MD
*Assistant to the Associate Dean for
Faculty & Students*

TERESA LUISA GLORIA-CRUZ
Assistant to the PGIM Director

RODY G. SY, MD
MELFRED L. HERNANDEZ, MD
Resource Generation office

LUCIA L. JUGUAN
Supervising Administrative Officer

ABDEL JEFFRI A. ABDULLA, MD
Chair, Regionalization Program Committee

**LEARNING UNIT I
(Per Semester)**

**Family income 1.3M & above
P1,500.00/unit**

Tuition Fee	P 1,500 x 20 = P 30,000.00
Miscellaneous	1,950.00
Student Fund	59.50
Laboratory Fee	-
NSTP	1,500.00
ENT/DEP	130.00
I.D.	130.00
Total	<u><u>P 33,769.50</u></u>

**LEARNING UNIT III
(Per Semester)**

**Family income 1.3M & above
P1,500.00/unit**

Tuition Fee (29.25 units) =	P 43,875.00
Miscellaneous	1,950.00
Student Fund	64.50
Laboratory Fee	4,500.00
ENT/DEP	130.00
I.D.	130.00
Total	<u><u>P 50,649.50</u></u>

2. Other Expenses
- 2.1. Every new matriculant in the University pays an entrance fee and makes a deposit to cover loss or breakage of any University property.
 - 2.2. Undergraduate foreign students at the University of the Philippines shall be charged an additional Educational Development Fee

* Fees are subject to change

4. Certified true copy of **NSO Birth Certificate**. (*A photocopy is acceptable provided the original is shown for verification*).
5. Original **Certificate of Naturalization** for naturalized Filipino citizens. **ONLY** original Certificates of Naturalization and other documents issued by the Commission on Immigration and Deportation shall be acceptable. Applicants with **PENDING** naturalization papers and documents are **NOT** eligible for admission.
6. Latest True Copy of **Income Tax Returns (ITR)** of both parents. (*A photocopy is acceptable provided the original is shown for verification*)
7. For LU III & MD-PhD applicants only: Original *plus* a photo copy of the **NMAT result**.
8. For LU III & MD-PhD applicants only: **DOST Clearance** for students who have availed of DOST scholarships in their baccalaureate degree course.

Applicants who have obtained their Baccalaureate degree during the first semester 2016-2017 or earlier are encouraged to submit their complete application before the deadline to facilitate the processing of their application.

Application Period for Academic Year 2018—2019: October 16, 2017- February 16, 2018

Deadline for filing of all required documentation for a complete application : February 16, 2018

Submit all requirements in a **long brown envelope** with your printed name surname first) written in pencil only.

Immunization

An immunization certificate and catch-up immunization will be required for enrollment.

The vaccines recommended for still susceptible students are: MMR, dT, Varicella, Hepatitis B, Hepatitis A. Optional vaccines are: Rabies, Typhoid and Meningococcal vaccines.

Screening and immunization can be done by the UP Manila Health Service at minimal cost.

VISION, MISSION AND GOALS OF THE COLLEGE OF MEDICINE

VISION

A community of scholars

*highly competent in the field of medicine with a heightened social consciousness;
imbued with moral, ethical and spiritual vigor;
dedicated to a life of learning;
committed to the development of Philippine society;
inspired by love, compassion and respect for the dignity of human life,
and anchored on the principles of Truth, Freedom, Justice, Love of country and the Democratic way of life.*

MISSION

Guided by moral, ethical and spiritual values, we commit ourselves to excellence and leadership in community-oriented medical education, research and service, using the primary health care approach, intended especially for the underserved.

SUMMARY MISSION STATEMENT

“Towards Leadership and Excellence in Community-Oriented Medical Education Directed to the Underserved”.

UPCM VISION

1. A Center of Excellence for graduate medical education in the country;
2. A leading medical school in the ASEAN region;
3. A recognized medical institution in the global community.

Committed to produce excellent and socially responsible doctors in the Philippines, especially in underserved areas.

COLLEGE OF MEDICINE

The University of the Philippines College of Medicine (UPCM) is located at 547 Pedro Gil (formerly Herran) St., Ermita, Manila. The Calderon Hall houses the Dean's Office, Administrative Offices and the Departments of Pathology and Anatomy. The Departments of Biochemistry, Physiology and Pharmacology are located in Salcedo Hall. The Maria Paz Mendoza Bldg. houses the Multidisciplinary Laboratory (MDL), the Computer Center and small classrooms. The offices, teaching and research facilities of the clinical departments are in the Philippine General Hospital.

Two lecture rooms in the Basic Science Lecture Building, in addition to the UP Medicine Class 1963 lecture room, Arturo Garcia Lecture Room, UP Medicine Class 1972 Theater and Buenafe Hall provide ample facilities for lectures. Laboratory work is performed in the MDL and student laboratories of each department. A computer laboratory in Human Anatomy has recently been opened and donated by UP Medicine Class 1974. The Clinical Skills Laboratory, a project of UP Medicine Class 1980, is located at the third floor.

A. The Intarmed Program

The Integrated Liberal Arts and Medicine (INTARMED) program is a seven-year program of UPCM that shortens the whole medical education by two years. It consists of two years of pre-medical courses [Learning Units (LU) I and II] four years of regular medical studies (LU III to VI), and one year of clinical internship (LU VII).

There are two points of entry into the INTARMED Program. Forty students are accepted in LU I as direct entrants. They are joined by 120 students (with a baccalaureate degree) who are accepted in LU III as lateral entrants.

An organ system integrated (OSI) curriculum has been implemented since Academic Year 2004-2005 starting with LU III. The OSI curriculum involves the horizontal and vertical integration of courses of the traditional medical curriculum into coherent learning units. Each unit revolves around a meaningful theme corresponding to each year level as follows:

LU I and II	Preparatory Medicine
LU III	Human Development, Structure and Function
LU IV	Human Pathophysiology and Therapeutics
LU V	Ambulatory Medicine
LU VI	Hospital-based Medicine
LU VII	Comprehensive Health Care

Unique features of this innovative curriculum include, among others, integration of disciplines by organ systems through a team approach, interweaving of basic science knowledge, clinical skills and community-oriented sessions starting from early years, utilization of innovative teaching and learning strategies, particularly small group discussions and the use of self-instructional modules, and the institution of early elective offerings that would allow individual interests to expand and deepen.

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FEES AN DEPOSIT*

1. All fees are payable in full upon registration.

3. ALL APPLICANTS ARE REQUIRED TO SIGN A RETURN SERVICE AGREEMENT (RSA).

- 3.1. **FOR ALL REGIONALIZATION PROGRAM (RP) & INDIGENOUS PEOPLE (IP) APPLICANTS: ACCEPTANCE TO SERVE AND ASSUMPTION OF LIABILITY (ASAL) AGREEMENT & REPLY SLIP** (Refer to Primer on the Regionalization Program)
- 3.2. **FOR ALL OTHER APPLICANTS: RETURN SERVICE AGREEMENT (RSA) & REPLY SLIP** (Refer to Handbook on Return Service Obligation Policy)

C. Admission to the MD-PhD Program

Prospective applicants are encouraged to explore the possibility of admission into the MD-PhD Program as early as their interest warrants, even prior to filing an application for the MD Program, by contacting the coordinator of the MD-PhD Program Committee through the office of the Associate Dean for Academic Development, UPCM.

The most basic admission requirement for admission to the program is an outstanding scholastic record with a bachelor's or master's degree in a field relevant to health and biomedicine, preferably molecular biology and biotechnology or biochemistry. Applicants initially apply for admission into the Doctor of Medicine (MD) Program, explicitly indicating on their application forms their intent to apply for admission into the MD-PhD Program. From among the MD-PhD Program applicants who successfully qualify for admission into the MD Program, the MD-PhD Program Committee selects candidates to be interviewed for further screening on the basis of their submitted application documents.

Requirements for Admission

This applies to all programs unless otherwise specified:

A complete application includes:

1. A properly accomplished **application form** of the UPCM Application forms will be made available upon cash payment of an application fee of Php 1,500.00* which is **NON-REFUNDABLE**
Note: The Application Form is valid only for the Academic Year applied for.
2. **ORIGINAL/OFFICIAL Transcript of Records** for at least the first three and one-half (3-1/2) years of Baccalaureate Program. For the Intarmed applicants, the **Fourth year high school report card** for at least 3 grading periods must be submitted.
3. **Four copies of 2x2 pictures** signed by the applicant on the front of the picture.

* *subject to change*

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11. Medical students from other medical schools are **NOT** eligible for admission to any Learning Unit.
12. Other relevant University rules on admission which are not contradictory to the preceding rules shall apply.
13. The Admissions Committee and the UPCM reserve the right to refuse admission to any applicant on the basis of standards and criteria set forth by the Committee as mandated by the proper University officials.

THE ADMISSION PROCESS

A. Admission to Learning Unit (LU) I (Intarmed Program)

1. High school graduates who have met the requirements for admission to the University of the Philippines System are eligible for admission to LU I. Applications are coursed through the University of the Philippine System General Admission Process. The LU I INTARMED students are selected from the top 50 male and top 50 female college freshmen qualifiers (ranked according to University Predicted Grade (UPG) who indicated in the U.P. College Admission Test (UPCAT) application form their interest in INTARMED.
2. Only 40 applicants (20 males and 20 females) will be finally admitted into the program following a selection process which includes interviews.
3. **ALL APPLICANTS ARE REQUIRED TO SIGN A RETURN SERVICE AGREEMENT (RSA).**

B. Admission to LU III (Medicine Proper)

The Medicine Proper is a five-year study of basic and clinical sciences, humanities and internship.

1. Only applicants who will have obtained their Baccalaureate degree (Bachelor in Science or Arts) by the end of school year 2017-2018 or earlier are eligible. Applicants who will obtain their Baccalaureate degree in the summer of 2018 are **NOT** eligible for admission.
2. The applicant must have a valid National Medical Admission Test (NMAT) score **not lower than 90 percentile** taken **April 2016 to October 2017**. The NMAT is administered by the Center for Educational Measurement which can be contacted at the address below:
 24th Flr., Cityland Pasong Tamo Tower,
 2210 Chino Roces Ave., Makati City
 Tel. No. 813-3686, 813-3694-95; Email: cem-inc.org.ph/nmat

B. MD-PhD Program

The MD-PhD (Molecular Medicine) Program of the UPCM aims to train aspiring physician-scientists for careers dedicated to the pursuit of basic and applied biomedical research towards the advancement of health from individual to global levels. The prescribed program of study comprises eight years. The first year is devoted to graduate-level coursework and research. The succeeding five years directly correspond to Learning Units 3 through 7 of the OSI curriculum under the MD Program, during which time the MD-PhD students join a cohort of MD-Program students for the OSI courses while enrolling in elective courses relevant to their graduate training and research. The final two years of study are devoted to the completion and defence of the PhD dissertation. Applicants are expected to clearly demonstrate their aptitude and motivation for advanced study in molecular medicine and related areas. Graduates of this program can also practice medicine.

The Philippine Council for Health Research and Development (PCHRD) of the Department of Science and Technology (DOST) awards full scholarships to support accepted MD-PhD students throughout the prescribed eight years of study, subject to the terms and conditions regarding academic performance and return service as set forth in the DOST scholarship contract.

THE COLLEGE OF PUBLIC HEALTH

The College of Public Health has a collaborative and coordinating relationship with the College of Medicine through its Departments of Parasitology & Medical Microbiology. The Departments of Parasitology and Microbiology directly participate in the education of medical students.

THE PHILIPPINE GENERAL HOSPITAL

The Philippine General Hospital (PGH) is the University Hospital with a three-fold function of service, training, and research synergistically complementing and reinforcing one another.

Its mission and vision is to remain as the leading national institution of health care for the Filipino people, with a more dynamic networking system with other government and non-governmental health organizations so that more beneficiaries can avail of its services. It provides leadership in training and developing competent, dedicated, humane and ethical professional workers and endeavors to extend these services to other health workers in the country.

1. As a service hospital, it fills the health needs of the general population and offers medical and surgical services to people with all types of ailments. The hospital has a capacity of 1,500 patients and is equipped with modern facilities. There are two other buildings- the Central Block and the Out patient Department, the latter servicing an average of 2,000 out-patients daily.

2. As a teaching hospital, the PGH is the training and clinical research center of the UPCM. Its programs include: undergraduate training for LU III and IV students, ambulatory medicine for LU V students and integrated clinical clerkship for VI students, internship for LU VII, clinical residency and fellowship training.
3. As a research center, the hospital provides a venue of clinical method for research opportunities for all health workers.

LIBRARIES

A. COLLEGE OF MEDICINE

The Medical Library (known as Florentino B. Herrera Jr. Medical Library) provides quality support to the instructional, research and extension programs of the UPCM. It is the largest among the College Libraries in U.P. Manila and probably the country's most extensive and current repository of information in the medical sciences.

The library is housed in a two-storey building with a 160 seating capacity. It currently subscribes to both print and electronic full text medical journals.

The Medical Library maintains the following databases namely; the Philippine Index Medicus, List of Periodical Collection (Medical), U.P.C.M. Archives (Professorial Chair Lectures, Theses, Faculty Publications, and other archival materials) Special Collection and Book Collection database. These databases can be accessed electronically from within the library and from remote sites via the U.P.M. Web, On-line Public Access Catalog, (<http://lib.upm.edu.ph>).

The Medical Library has the capacity to navigate the Internet to complement the print collection and electronic reference sources at hand.

EMERALDS '71 (Electronic Medical Research and Library Database System) provides access to online full text biomedical journals e.g. OVID, ProQuest and others available through the Internet.

Aside from document delivery through Fax, E-mail and photocopy, the Medical Library also renders technical advisory assistance to other medical libraries, government and private institutions here and abroad. The Medical Library also participates in both local and foreign networking and resource sharing activities, thus able to link and access other databases resulting in more efficient and faster delivery of library and information services.

B. COLLEGE OF PUBLIC HEALTH

The library, located on the first floor of the College of Public Health Building is geared towards the curricular and research needs of the College of Public Health. Its collection includes films, filmstrips, slides, microfilm CD-ROM, videotapes and special collections (local or Filipiniana materials), and pamphlets.

C. PGH DEPARTMENTAL LIBRARIES

Each clinical department has its own library which students can use.

ADMISSION TO THE COLLEGE OF MEDICINE

The Committee on Admissions has the authority to determine the criteria of selection and to recommend and select who among the applicants are qualified students. Selection is based on intellectual and personal preparedness of the applicant.

Applicants may apply either as Direct or Lateral entrants to the Doctor of Medicine Program of the UP College of Medicine. Applicants may also apply to the MD-PhD Program.

General Admission Policies

1. Only applicants of good moral character shall be admitted.
2. Only applicants who have never been convicted of a crime shall be admitted.
3. Only applicants with good academic records shall be considered for admission.
4. Only applicants with the personality and attitudes considered suitable for a career in medicine shall be accepted.
5. The maximum number of students that can be accommodated without negating teaching-learning effectiveness shall be admitted.
6. Filipino citizens shall be given priority on admission.
7. The **highest ranking applicants** based on the requirements will be further evaluated in an interview by a faculty panel.
8. An admitted student who fails to enroll may be admitted in any succeeding year only after he/she re-applies and is selected on a competitive basis with the rest of the applicants for that year.
9. Qualified applicants who are not admitted may re-apply in any succeeding year.
10. Students who have been dropped from the rolls of the U.P. College of Medicine or other medical schools shall be denied admission or readmission.