



STUDENT RECORDS OFFICE

Office of the College Secretary

College of Social Work and Community Development

University of the Philippines Diliman

Magsaysay Ave., UP Diliman, Quezon City • Contact No. 8981-8500 local 4105

COURSE CREDITING and VALIDATION

Application for crediting of courses taken by First Semester, AY2021-22 for newly accepted shiftee and transfer students from other UP units/schools may be applied after the official enrollment to the program or within 3 semesters after enrollment.

Those courses cannot be credited this soon.

With the new process implemented by UP GE Committee, requests for crediting GE courses taken from other UP units/schools requires submission of documents, especially those which are not automatic credit.

Please see Updated Infographics on Crediting of GE Courses at:

<https://gec.upd.edu.ph/updated-infographics-on-crediting-of-ge-courses/>

For crediting of non-GE courses, please refer to <https://pages.upd.edu.ph/srocsxcd>

If you have taken two (2) NSTPs from your former unit/school, that will be automatically credited to you. No need to process request for credit.

For this enrollment, you may present a copy of your grade/TCG to your adviser upon enlistment advising for their reference for possible courses that may be credited to you. Proper evaluation for course credits of newly accepted shiftee/transfer students will be done after enrollment and upon submission of approved course credits.

Please keep posted for any updates/announcements/information pertaining to academic affairs, enrollment, deadlines, etc. You may refer to the following:

UPD Office of the University Registrar: <https://our.upd.edu.ph/>

UPD CRS official website: <https://crs.upd.edu.ph/>

UPD CSWCD official website: <https://cswcd.upd.edu.ph/>

UPD CSWCD SRO official website: <https://pages.upd.edu.ph/srocsxcd>

UPD CSWCD SRO official facebook page: <https://www.facebook.com/sro.cswcd>

Inquiries, submission of applications and other forms, requests and other needed assistance from SRO should be coursed through to our email address: cswcdsro.upd@up.edu.ph

For your guidance.

Thank you

-SRO, CSWCD-