



EMILIO AGUINALDO COLLEGE

Gov. D. Mangubat Ave., Brgy. Buro Main, City of Dasmariñas, Cavite 4114, Philippines
Tel. Nos. (046) 416-4341-42 www.eac.edu.ph



ISO 9001:2015 CERTIFIED
QUALITY MANAGEMENT SYSTEM

LETTER OF UNDERTAKING AND WAIVER (First Year College)

I, _____, _____, _____,
(Last Name First Name M.I.) (Nationality)

of legal age and residing at _____ hereby state that:
(City/Address)

- I am an incoming Bachelor of _____
(Program/ Year Level)
- I have graduated / transferred from _____;
(Last School attended)
- I have NOT submitted by **email and/or hard copies**, the following requirements:

Please put a check mark beside the document you have NOT submitted.

- | | |
|--|--|
| <input type="checkbox"/> Certificate of Good Moral Character | <input type="checkbox"/> NSO / PSA Birth Certificate |
| <input type="checkbox"/> Duly Accomplished Application Form | <input type="checkbox"/> Official Transcript of Records |
| <input type="checkbox"/> Senior High School Report Card/Form 138 (1 st and 2 nd Semester) | <input type="checkbox"/> Transfer Credential/Honorable Dismissal |
| <input type="checkbox"/> NSO/PSA Birth Certificate | <input type="checkbox"/> Certification of Grades |
| <input type="checkbox"/> Two (2) copies of scanned 2x2 colored ID photos | |
| <input type="checkbox"/> Photocopy of G12 School ID (front and back) | |

- I am aware that I have been accepted subject to the condition that I will be able to submit by email and/or hard copies the aforementioned documents on or before August 15, 2020.
- And that if I fail to comply with the submission of said requirement/s, I shall give Emilio Aguinaldo College Cavite the right to withhold my enrolment;
- Further, it is understood that I am enrolling in EAC which is an educational institution where online teaching is part of the school program. It is also understood that online learning program is internet and WiFi based and will require the availability of electronic gadgets and equipment and the accessibility of the students to reliable internet connection. EAC shall not provide the students with the electronic gadgets and the accessibility to the internet. The availability of such gadgets and accessibility to the internet shall be for the account of, at the expense of and the responsibility of the individual students and not by the school. Consequently, I shall hold EAC, its officers and staff free and harmless from any liabilities arising from my lack of gadgets and equipment or access to reliable internet connection in relation to the online learning program of the school.
- Furthermore, I am fully aware that the aforementioned are requirements for acceptance to Emilio Aguinaldo College Cavite. In view of this, I waive any right of action against the Emilio Aguinaldo College Cavite and / or any of its duly constituted officers / employees in the event that I will not be allowed to graduate because of my failure to submit the **original copy** of the documents within the given period.

I have read and fully understood the contents of this undertaking, as proof, I shall affix a check mark beside my name this _____ day of _____ year in the City of Dasmariñas, Cavite.

Name of Student

Name of Parent or Guardian