



# EMILIO AGUINALDO COLLEGE

1113-1117 San Marcelino St., Paco, Manila 1007, Philippines www.eac.edu.ph (02) 8521-2710

Virtue ♦ Excellence ♦ Service



## LETTER OF UNDERTAKING AND WAIVER (High School)

I, \_\_\_\_\_, \_\_\_\_\_, of legal age and residing  
*Family Name, First Name, M.I* *Nationality*  
 at \_\_\_\_\_ hereby state;  
*City/Address*

1. I am the parent or guardian of \_\_\_\_\_;  
*Student Name*
2. I am enrolling my child in Grade \_\_\_\_\_ at Emilio Aguinaldo College (EAC) - Manila;  
*Level*
3. He/she has graduated/ transferred from \_\_\_\_\_;  
*Last school attended*
4. As of date of this Undertaking, I have not submitted the following admission document(s)/ record(s) of my child [Please put a check mark (✓) whichever is applicable]:

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>Form 138/Report Card (1<sup>st</sup> &amp; 2<sup>nd</sup> Semester)</td></tr> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>Certificate of Good Moral Character</td></tr> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>PSA Birth Certificate</td></tr> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>1 pc. 2x2 colored picture (with white background)</td></tr> </table>	<input type="checkbox"/>	Form 138/Report Card (1 <sup>st</sup> & 2 <sup>nd</sup> Semester)	<input type="checkbox"/>	Certificate of Good Moral Character	<input type="checkbox"/>	PSA Birth Certificate	<input type="checkbox"/>	1 pc. 2x2 colored picture (with white background)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>ESC Certification from HS Principal (for ESC grantee only)</td></tr> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>Qualified Voucher Recipient (QVR) Certificate (for successful SHS Voucher Applicant only)</td></tr> <tr><td style="height: 20px;"><input type="checkbox"/></td><td>Certificate of JHS Completion (for applicant in Grade 11 only)</td></tr> </table>	<input type="checkbox"/>	ESC Certification from HS Principal (for ESC grantee only)	<input type="checkbox"/>	Qualified Voucher Recipient (QVR) Certificate (for successful SHS Voucher Applicant only)	<input type="checkbox"/>	Certificate of JHS Completion (for applicant in Grade 11 only)
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<input type="checkbox"/>	Certificate of Good Moral Character														
<input type="checkbox"/>	PSA Birth Certificate														
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5. I am aware that the aforementioned document(s)/ record(s) is/are requirements for my child acceptance at EAC, Manila. I am also aware that my child has been provisionally accepted subject to the condition that the picture or scanned copies of the aforementioned document(s)/ record(s) will be submitted through email within five (5) working days, and that the original copies will be submitted to the Admissions Office within thirty (30) working days or as may be further prescribed by the said office.
6. If I fail to submit the aforementioned document(s)/ record(s) to EAC, Manila, I shall give EAC-Manila the right to withhold my child's enrollment, or as may be applicable, withhold release of all his/her credentials/ Form 137/ Diploma.
7. In addition, I understand that my child is enrolling at EAC, Manila which is an educational institution where online teaching is part of the school program. I also understand 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, Manila 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 student and not by the school. Consequently, I shall hold EAC, Manila, its officers and staff free and harmless from any liabilities arising from my child's lack of gadgets and equipment or access to reliable internet connection in relation to the online learning program of EAC, Manila.
8. Furthermore, I hereby waive any right of action against EAC, Manila, its affiliates, representatives, agents and/ or any of its duly constituted officers / employees in the event that my child will not be allowed to graduate because of my /our failure to submit the **original copy** of the aforementioned document(s)/ record(s) within the given period and/ or meet the above conditions.

By affixing a check mark beside my name I hereby expressly agree that I have read the entire content of this Undertaking and I fully understand its nature and purpose, and I agree to be legally bound by it.

Done this \_\_\_\_\_ day of \_\_\_\_\_, year 20\_\_ in the City of Manila, Philippines.

\_\_\_\_\_  
 Name of Student

\_\_\_\_\_  
 Name of Parent or Guardian

