



PROPOSAL

- I. Title of the Proposal : **Revision of Admission Policy for Undergraduate Programs of Southern Leyte State University**
- II. Proponent : **Admission Office/OSAS**
- III. Date : **September 30, 2024**
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Rationale

Southern Leyte State University has a BOR-approved Revised Admission Policy in 2022 which was passed through BOR Resolution No. 170 s.2022. In 2023, the SLSU Governing board passed BOR Resolution No. 53 s.2023, approving the amendment and addendum to the Revised Admission Policy for Undergraduate Programs of Southern Leyte State University approved by the BOR through Resolution No. 170 s.2022. The latter was aimed to establish new admission criteria.

In 2024, the University's Admission Committee is proposing further revisions to the policy for several reasons: (1) the adoption of a new testing material, the Differential Aptitude Tests (DAT) 5th Edition; (2) the establishment of new minimum requirements for both board and non-board programs; (3) the setting of a percentage for waitlisted applicants relative to program capacity; and (4) the creation of guidelines for the conduct of the SLSU Entrance Examination (SEE), aimed at enhancing the integrity and efficiency of the examination process.

Given the challenges encountered during the admission process in the first semester of the Academic Year 2024-2025, the Committee recognizes the need for clearer guidelines to mitigate risks associated with the admission process. These guidelines will enhance security measures in the conduct of the entrance examination.

Overall, these revisions aim to promote fairness, maintain quality, foster diversity, and ensure that the University meets its strategic objectives while providing clear guidance to applicants.

Objective

The proposed revisions of the admission policy aims to:

1. improve the integrity of the admission process;
2. mitigate risks associated with the admission process;
3. establish clear and consistent criteria for evaluation.



Expected Outcomes

Improved admission process that would aid the university in identifying quality candidates, who not only meet the academic requirements, but also who will help SLSU attain its vision and mission.

Details of the Proposed Revisions

1.0 General Provisions

- 1.1 SLSU will accept online applications via the admission system. Once applications are validated, applicants will receive notifications in their accounts regarding the schedule of the SLSU Entrance Examination (SEE). To support applicants without internet access, the SAS office will provide kiosks to facilitate their online submission.
- 1.2 The SLSU Entrance Examination (SEE) will be conducted face-to-face using the Differential Aptitude Tests (DAT) 5th Edition. The abilities of the applicants will be measured according to the DAT's three dimensions: Verbal Reasoning, Numerical Reasoning and Abstract Reasoning.
- 1.3 The university will set a minimum requirement for board and non-board programs.
- 1.4 As part of revised admission policy, programs offered in any SLSU campus with unfilled slots, based on approved carrying capacity, are free to continue to accept admission applicants without asking for request of extension, provided that the administration of admission shall be within the specified schedule. Moreover, in this case, the SEE will be conducted in the Main Campus to be administered by the licensed Psychometrician.

2.0 Specific Provisions

- 2.1. The applicant should meet the minimum requirements set both for board and non-board programs. Once qualified, the applicant can choose among the programs in the university in a first come first serve basis depending on the carrying capacity of the desired program and campus.
- 2.2. Below is the minimum requirement for DAT result to qualify for board programs:

Program	Requirement
Engineering	At least two (2) Average but not below average (BA) in Numerical Reasoning
Education	At least two (2) Average but not below average (BA) in Verbal Reasoning
Criminology	At least two (2) Average but not below average (BA) in Verbal Reasoning
Food Technology	At least two (2) Average but not below average (BA) in Numerical Reasoning
Agriculture	At least two (2) Average but not below average (BA) in Verbal Reasoning
Accountancy	Numerical Reasoning and Verbal Reasoning should be Average
Fisheries	At least two (2) Average but not below average (BA) in Verbal Reasoning



**SOUTHERN LEYTE
STATE UNIVERSITY**

Main Campus, San Roque, Sogod, Southern Leyte
Email: president@southernleytestateu.edu.ph
Website: www.southernleytestateu.edu.ph



Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism | Spirituality

Social Work	At least two (2) Average but not below average (BA) in Verbal Reasoning
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- 2.3. For non-board programs, the applicant must get at least one (1) average from the three (3) categories.





2.4. Phase 1 qualifiers can proceed to Phase II of which details are as follows:

Degree Program	Phase 2 Admission
Bontoc Campus	
BS Agriculture	Interview
BS Fisheries	Interview
BS Marine Biology	Interview
BS Information Technology	Skills Test
Hinunangan Campus	
BS Agriculture	Interview
BS Agribusiness	Interview
B in Secondary Education	Interview
BTLED	Interview
BS Information Technology	Skills Test
Environmental Science	Interview
Agro-Forestry	Interview
San Juan Campus	
B in Industrial Technology	Interview
BS Entrepreneurship	Interview
BS Office Administration	Interview
BS Accountancy	Interview
B in Secondary Education	Interview
BTLED	Interview
BS Information technology	Skills Test
BS Management Accounting	Interview
Sogod Campus	
B in Technological and Livelihood Education	Interview
B in Elementary Education	Interview
B in Industrial Technology	Interview
BS Civil Engineering	ASATE
BS Electrical Engineering	ASATE
BS Computer Engineering	ASATE
BS Mechanical Engineering	ASATE
BS Criminology	Physical Agility Test (Annex A)
BS Food Technology	Interview
BS Hospitality Management	Interview
BS Tourism Management	Interview
BS Information Technology	Skills Test
Tomas Oppus Campus	
B in Secondary Education	Interview
B in Elementary Education	Interview
BS Business Administration	Interview
BS Information Technology	Skills Test
BS in Physical Education	Interview
Maasin City Campus	
BS Social Work	Interview
BS Public Ad	Interview



3.0 Special Provisions

3.1 There will be a guaranteed admission for the following applicants (see **Annex B** for the required documents)

- a. Persons with disabilities (PWDs)
- b. Alternative Learning System (ALS) passers
- c. Indigenous People
- d. Dependents of SLSU Regular Employees
- e. National and Regional Winners of Sports, Culture and Arts
- f. Solo Parent
- g. Others as may be identified by law

3.1.1 The above-mentioned applicants for guaranteed admission must undergo the admission process. However, if they do not meet the minimum requirements set for board programs, they can opt to choose from any non-board programs.

4.0 Supplementary Provisions

4.1 Phase 2 qualifiers will be ranked based on the following criteria observing the carrying capacity of the program:

Phase	Approved Criteria per BOR Resolution No. 53 s.2023
I	<p>Grade 11 Rating: 30%</p> <p>For Grade 11 applicants (Average grade x 0.3)</p> <p>For Transferees: <i>Transferee's grades will also observe the percentage used for grade 11 applicants based on the transmutation stipulated in the TOR (use the highest range)</i></p>
	<p>SEE Results: 50%</p> <p>$\frac{\text{Raw score}}{\text{Total See score}} \times 100 \times 0.50$</p>
II	<p>Program-based Interview/Skills Test: 20%</p> <p>May vary from the Program's Rubrics (score x 0.20)</p>

4.2 Qualifiers below the carrying capacity will be tagged as waitlist, which will be set at 50% of each program's total capacity.



5.0 Guidelines in the conduct and administering of the SLSU Entrance Examination (SEE)

5.1 The SLSU Entrance Examination (SEE) will be using the Differential Aptitude Tests (DAT) 5th Edition based on the three (3) dimensions: Verbal Reasoning, Numerical Reasoning and Abstract Reasoning.

5.2 In the conduct of the SEE, the Psychometrician of the Main Campus plays a crucial role considering that the DAT requires a licensed Psychometrician to administer the exam. In relation with this, the Psychometrician is tasked with:

- administering the examination across all six (6) SLSU campuses with assistance from the Campus Admission Committee;
- coordinating with the Campus Admission Committee to plot the examination schedule for each campus;
- supervising in the checking of answer sheets;
- ensuring the safekeeping of the questionnaires and answer key. This would include collecting the DAT testing materials that are available in the external campuses;
- making sure that all the testing materials are sealed before and after each conduct of the SEE.

5.3 In the conduct of the SEE, the following are the do's and don'ts:

Do's

- be present 15 minutes before the scheduled time
- present the QR Code for the examinee number
- surrender all belongings, bring only the pencil to be used during the exam
- listen to the examiner attentively and read the directions carefully
- fill-out the answer sheet correctly

Don'ts

- do not be late
- no using of electronic devices. Mobile phones, tablets and smartwatches must be stored away
- no unauthorized materials. No bringing of any materials that aren't allowed. Scratch papers for computation will be provided
- eating is not allowed during the examination
- no using of bathrooms without permission

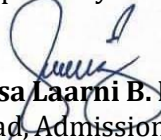
5.4 The billing of the SEE shall be given to the campus who administer the exam, and not on the recipient campus that the student will choose to enroll to ensure that resources are appropriately distributed to where it is due. However, in the event that the applicant took the exam more than once in any campuses, the billing goes to the campus where the applicant took first the exam.

6.0 Effectivity

This Admission Policy of Undergraduate Programs of Southern Leyte State University: 2024 revisions will take effect immediately upon the approval of the SLSU Governing Board.





Prepared by:


Jessa Laarni B. Espinas
Head, Admission Committee



Nenita V. Flores
Member, Admission Committee



Karen L. Molina
Member, Admission Committee



Minerva B. Baclayon
Member, Admission Committee



Catherine P. Alesna
Psychometrician and Member,
Admission Committee


Adjie V. Segovia
Member, Admission Committee,
SLSU-Tomas Oppus



Cionelyn De Jose
Member, Admission Committee,
SLSU-San Juan Campus


Rojelyn P. Piamonte
Member, Admission Committee,
SLSU-Hinunangan Campus


Kathlyn Y. Morales
Member, Admission Committee,
SLSU-Bontoc Campus


Irish Ann C. Padilla
Member, Admission Committee,
SLSU-Maasin City Campus

Recommending approval:


ANNABELLE M. HUFALAR, DevEdD
Vice President for Students and Auxiliary Services

Approved for Council Endorsement and Board Action:

 Digitally signed
by Duarte Jude
Altiveros

JUDE A. DUARTE, DPA
University President



ANNEX A

Physical Agility Test
Faculty of Criminology

In line with the goal of producing competent, physically fit, and service-oriented criminology graduates, Southern Leyte State University (SLSU) shall require all student applicants for the Criminology Program to undergo a standardized Physical Agility Test (PAT). This policy ensures that prospective criminology students meet the physical fitness standards necessary for the demands of law enforcement and related fields.

Prior to participation in the PAT, each applicant must complete and submit a signed Waiver and Release of Liability form. This waiver is a mandatory requirement and serves to ensure that applicants understand the risks associated with the physical test, assume responsibility for their participation, and release the University from liability for any injuries or incidents that may occur during the PAT.

The Physical Agility Test shall be administered by the faculty in close coordination with the EM- DRRM and the school clinic to ensure the safety and well-being of all participants. Moreover, a medic team in coordination with the clinic will be assigned to render emergency medical assistance during the conduct of the agility test. Female students who on their monthly period are given another schedule for the test. Rubrics for the specific exercises will be prepared by the faculty.

For the Physical Agility test, the exercises are as follows:

Exercises	Male	Female	Time
Push-up	20	16	1 minute
Pull-up	7	5	1 minute
Sit-up	10	8	1 minute
Frog lift	20	16	1 minute
Squat Thrust	20	16	1 minute
Mountain Climbing	20	16	1 minute
Jogging (1 round in the oval)	1 minute and 35 seconds	2 minutes	



ANNEX B

Persons with disabilities (PWDs)

1. ID
- b. Alternative Learning System (ALS) passers
 1. Certificate of Eligibility
- c. Indigenous People
 1. ID
- d. Dependents of SLSU Regular Employees
 1. Birth Certificate/Marriage Certificate
- e. National and Regional Winners of Sports, Culture and Arts
 1. Certificate of Awards
- f. Solo Parent
 1. ID