



Manila Tytana Colleges  
Student Affairs and Services Directorate  
**Student Development and Activities Department**  
Scholarships and Financial Aid Section

**EXCEL Entrance FOR SY 2023 – 2024 (COLLEGE)**

❖ **Benefit**

- With Honors: 10% discount on tuition fees on the first semester of the first year
- With High Honors: 15% discount on tuition fees on the first semester of the first year
- With Highest Honors: 25% discount on tuition fees on the first semester of the first year

*If a student qualifies for more than one type of any of the discounts and privileges, only one will be applied, whichever is highest, except for the pre-enlistment and early bird discounts, which will be applied on top of other discounts. EXCEL Entrance is for the first semester of the first year only. Succeeding semesters shall be subjected to the EXCEL College criteria. Only the first 100 qualified applicants may be granted discount.*

❖ **Qualifications**

- Must be a Filipino citizen
- Must be qualified for college admission at Tytana (for incoming freshmen only)
- Must graduate from SHS with at least With Honors
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❖ **Documentary requirements**

**READ THOROUGHLY.**

**Submit the following documents together with the duly accomplished EXCEL Entrance Application Form. The applicant must be the one to accomplish the form and affix his/her signature with one of his/her parents or legal guardian. Write clearly on the form using black ink only. Avoid erasures. Make sure to answer ALL ITEMS.**

**Only complete documents will be processed. The Student Development and Activities Department may conduct an initial interview to verify the documents submitted. Additional documents other than those enumerated in the succeeding sheet may be requested, if needed.**

**Deadline of submission of application form and ALL documentary requirements is on July 31, 2023 (Monday), 3:00pm. The application period may be closed earlier than the deadline when all slots have been filled up already.**

**Checklist of documentary requirements:**

- Application Form
- One (1) pc. of 2x2 (on white background) most recent photograph of applicant. Paste (do not staple) photo in the application form.
- Certification of Honors or Copy of Grade 12 card.
- Tytana SHS graduates do not need to submit a copy anymore as this can be verified with the SHS Department.

**FOR TYTANA'S USE ONLY**

Course applied for : \_\_\_\_\_

Initial Interview

a. High school grade : Grade 11 \_\_\_\_\_ Grade 12 \_\_\_\_\_

b. Grade 12 honors : \_\_\_\_\_

c. 2022 /23 Total Annual Family Gross Income : \_\_\_\_\_

Assessed by : \_\_\_\_\_

Pending Documents : \_\_\_\_\_

Result : [ ] Approved [ ] Disapproved

**Instruction: The applicant must be the one to accomplish the form and affix his/her signature with one of his/her parents or legal guardian. Write clearly on the form using black ink only. Avoid erasures. Make sure to answer ALL ITEMS. Answer this questionnaire carefully, completely and honestly. Parents may be called for interview for clarification of the information given.**

**APPLICATIONS WITH INCOMPLETE INFORMATION AND WITHOUT THE REQUIRED DOCUMENTS WILL NOT BE PROCESSED.**

<b>Name</b>			Paste 2x2" photo on white background here.
	Last Middle	Given	
<b>Landline</b>			
<b>Mobile Number</b>			
<b>Email Address</b>			
<b>Name of High School</b>			
<b>Address of High School</b>			
<b>Type of School</b>	___ Public General ___ Public Special (science, arts) ___ Laboratory of SUC ___ Private Sectarian ___ Private Non-Sectarian		

## LETTER OF UNDERTAKING

Date: \_\_\_\_\_

**MANILA TYTANA COLLEGES**  
**Student Affairs and Services Directorate**  
**Student Development and Activities Department**  
*Scholarships and Financial Aid Section*

This is to formally signify my intention to apply for the EXCEL Entrance grant in Manila Tytana Colleges. I understand that I have to undergo the complete process including the submission of all documentary requirements for my application to be considered.

I agree to submit myself to the criteria established by the Tytana Student Development and Activities Department in the selection of qualified and deserving candidates and its procedures in the processing of my application. I understand that the decision of the Selection Committee is final and unappealable.

Respectfully yours,

\_\_\_\_\_  
Signature over Printed Name of Applicant

\_\_\_\_\_  
Signature over Printed Name of Parent/Guardian

## **DATA PRIVACY CONSENT FORM**

Dear Applicant:

### **Personal Data Protection Statement for Applicants**

In the course of your application process with the Manila Tytana Colleges ("Tytana") for the SY 2023 - 2024 Tytana EXCEL Entrance Grant, Tytana has collected or obtained, and will obtain or collect from time to time, personal data from you or in relation to you ("Personal Data"). Please note that your Personal Data has been or will be collected, processed, used and stored for purposes directly or indirectly relevant to your application for a grant. Your Personal Data may also be used for Tytana's administration and management of applicants and for compliance with applicable laws and regulations.

By signing and returning this Consent Form to Tytana, you confirm that you consent to the collection, use, recording, storing, organizing, consolidation, updating, disclosure, transfer, sharing and/or general processing of your Personal Data by Tytana as stated above and you undertake in turn to help Tytana to observe the requirements of the Data Privacy Act of the Philippines (Republic Act No. 10173), its implementing rules and regulations and other relevant issuances of the National Privacy Commission. The permission you are granting to Tytana shall be effective immediately and shall continue for a period of one (1) year from the date of this consent form or until graduation from Tytana for those who will be approved in the program (the "Permission Period), unless you inform us in writing of your decision to revoke your permission prior to the end of the Permission Period, in which case, Tytana shall immediately cease from collecting, using, recording, storing, organizing, consolidation, updating, disclosure, transfer, sharing and/or general processing of your Personal Data.

Should you have questions regarding the privacy policy you may contact our Data Privacy Officer at (02) 8 859-0813 or email at [dpo@mtc.edu.ph](mailto:dpo@mtc.edu.ph).

**Student Affairs and Services Directorate**  
**Student Development and Activities Department**  
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Consent:

I hereby consent to the collection, use, recording, storing, organizing, consolidation, updating, disclosure, transfer, sharing and/or general processing of my Personal Data by Tytana in accordance with the terms of this Personal Data Protection Statement for Applicants.

**Applicant's Signature over Printed Name**  
**Date:**

**DECLARATION OF ACCURATENESS AND COMPLETENESS OF INFORMATION**

We hereby certify that all the information and documents submitted are accurate and complete. We understand that any misinformation and/or withholding of information will automatically disqualify the undersigned applicant from receiving any financial assistance, or subsidy, and may serve as a basis for the cancellation of the scholarship grant that may be awarded by the College. **Furthermore, if such misinformation and/ or withholding of information on our part is discovered after the Tytana Scholarship Grant has been awarded, it is to our knowledge that we will be required to reimburse full amount received thru the scholarship grant without prejudice to the filing of charges against us.**

\_\_\_\_\_  
Signature over Printed Name of Applicant

Date

\_\_\_\_\_  
Signature over Printed Name of Parent

Date