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PNU

Diploma Program

Admission Brochure
AY 2025-2026



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Program Overview

The Philippine Normal University (PNU), known as the National Center for Teacher Education, offers an online Diploma Program through its College of Alternative and Lifelong Learning. This fully online program is ideal for those who can't attend regular face-to-face classes.

It is made for licensed teachers who already have a bachelor's degree in education but are not yet specialists in Values Education and Physical Education.

The program follows PNU's Outcomes-Based Education Curriculum and aims to give teachers the knowledge and teaching skills they need to handle these subjects in basic education.

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Programs **Offered**

- Diploma in Teaching Values Education (DTVE)
- Diploma in Teaching Physical Education (DTPE)

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Admissions Schedule

ACTIVITIES	TERM 1	TERM 2	TERM 3
Application Orientation	March 29, 2025	July 01, 2025	November 10, 2025
Application Period	March 31 - April 30, 2025	July 03 - August 02, 2025	November 11 - December 12, 2025
Releasing of Result	May 19, 2025	September 18, 2025	January 22, 2026
Enrollment Confirmation	May 20 - 28, 2025	September 29 - October 01, 2025	January 31 - February 03, 2025



Admissions Schedule

ACTIVITIES	TERM 1	TERM 2	TERM 3
Submission of Requirements & Release of NOA	June 02 - 20, 2025	September 25 - October 03, 2025	January 31 - February 07, 2026
Endorsement for Enlistment	June 28, 2025	October 06, 2025	February 10, 2025
Date of Enrollment	July 03 - 05, 2025	November 03-08, 2025	February 23 - 26, 2026
Start of Classes	August 18, 2025	January 12, 2026	April 25, 2026

Please keep a close eye on the dates and deadlines. **Anything sent after the deadline will not be accepted or reviewed—no exceptions.**

Thank you for understanding. We look forward to getting your application on time.



Application Requirements

Please prepare the following requirements:

- PWEBSS Application Form
- Undergraduate degree Transcript of Record (TOR) *(in case you have further studies after undergraduate degree, present the most recent credentials);*
- Certificate of GPA/GWA from School Registrar with Grade Point Average (GPA) of 85%, 2.00, B or better;
- 2x2 ID Picture
- Curriculum Vitae (CV)
- Certificate of Employment (at least 2 years of teaching experience is required)



Application Requirements

- Letter of Application addressed to the Dean of College Alternative and Lifelong Learning (CALL):
Dr. Celia M. Ilanan, CALL Dean
- Letter of Application addressed to **Dr. Henelsie B. Mendoza**, Admissions Office Director
(Here is a [Letter Template](#) you can fill out)
- Letter of Recommendation from your superior/supervisor addressed to the CALL Dean with attachment of 1 [Recommendation Letter](#)
- Authenticated Birth Certificate
- Diploma (Baccalaureate / Graduate)
- Permit to Study (if working full-time)



Application Procedures

01 Accomplish the PWEBSS application form through this link:

<https://pwebss.pnu.edu.ph/pnu/applicants>

- Select "**POSTBAC**" as your Level
- Choose the appropriate Program:
 - **DTPE or DTVE**
- Complete the form and save your information.
- Click "**Printer-Friendly Form**" and download the PDF file.

02 Accomplish the Diploma Admission Google Form through this link:

<https://forms.gle/FEyUhXyHM64n9mni9>

IMPORTANT NOTE:

Make sure that your requirements are complete. Incomplete submissions will not be accepted or processed.



Application Procedures

03 You can submit your requirements either *online*, *face-to-face* or *courier*:

For Walk-in Applicants

- Fill out the Diploma Admission Google Form
- Select "**face to face**" as your mode of submission.
- Submit photocopies of documents in-person to the Admissions Office.

For Online Submissions

- Fill out the Diploma Admission Google Form
- Select "**online**" as your mode of submission.
- Create a Google drive folder and upload your COMPLETE scanned requirements.
- Paste the folder link in the last section of the form.
- Ensure your Gdrive folder is accessible (sharing option set to 'Anyone with the link').



Application Procedures

03 For Submissions thru Courier:

- Fill out this Diploma Admission Google Form
- Select "**courier**" as a your mode of submission.
- Put your COMPLETE requirements in a transparent long envelope.
- On the courier pouch, write the name of the applicant, application ID number, complete address and contact details. Below is the delivery address where you will be sending your parcel:

ADMISSIONS OFFICE

Philippine Normal University

Room 104 G. Pecson Hall (Main Building)

Brgy. 660-A, Taft Avenue cor. Ayala Boulevard

Manila, Metro Manila 1000

(632) 5317-1768 loc 753

IMPORTANT NOTE:

*You will not receive your test permit if you don't
complete all the requirements*



Application Procedures

- 04 Once the Admissions Office reviews and approves your application, you will receive payment instructions via email. Pay the ₱400.00 admissions fee.

How to Request Your Order of Payment?

- **Access the E-services:**

<https://eservices.pnu.edu.ph/login>

- **Payment Instructions Guide:**

(https://drive.google.com/file/d/1dOgjAXWAX2ZhjpRuedf1nwCE2SlbnXWj/view?usp=drive_link)

IMPORTANT NOTE:

Email the proof of payment to
postbac.admissions@pnu.edu.ph



Schedule of Fees

CTP (Php 1,000/unit)	3 Units	6 Units	9 Units	12 Units
Tuition Fee	3,000.00	6,000.00	9,000.00	12,000.00
Miscellaneous Fees	2,000.00	2,000.00	2,000.00	2,000.00
<i>Other Fees</i>				
System Maintenance	289.41	578.81	868.22	1,157.63
Energy Fee	289.41	578.81	868.22	1,157.63
Subtotal	578.81	1,157.63	1,736.44	2,315.25
Grand Total	5,578.81	9,157.63	12,736.44	16,315.25

For questions about fees, you may email: accounting@pnu.edu.ph.

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For concerns and inquiries, you may contact us through the following:



diploma.admissions@pnu.edu.ph



(632) 5317-1768 loc 753



facebook.com/pnu.admissions



What We Showed at the Show

- **Supercharge Marketing & Communication**
 - Email summarization to save time
 - Draft suggestions to accelerate content creation
 - Live demo: AI Call Agent transforming sales calls
- **Gain Actionable Insights**
 - Ask Zia: Get plain-English analytics that matter
- **Boost Your Sales**
 - AI-powered CRM that predicts customer needs
 - Call transcription and analysis for better follow-up
 - Predictive lead scoring to prioritize prospects
- **Enhance Customer Support**
 - Smart ticket triage to speed up resolutions
 - Sentiment-driven responses for better engagement
 - Thread summarization for quick context