

ADMISSIONS
OFFICE



PNU ODeL

Open Distance and e-Learning

Admission Brochure
AY 2026-2027



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ADMISSIONS
OFFICE



Program Offering

Academic Year 2026-2027



CALL

College of Alternative and Lifelong Learning

- Master of Arts in Science Education
- Master of Arts in Mathematics Education



Application Requirements FOR ODeL

Please prepare the following requirements¹:

- (a) Undergraduate degree Transcript of Record (TOR)²
- (b) Certificate of GPA/GWA from School Registrar with Grade Point Average (GPA) of 85%, 2.00, B or better
- (c) 2x2 colored picture with a name tag
- (d) Three (3) Recommendation Forms³
Form Link: <https://tinyurl.com/bxf7wzdv>



Recommendation Form

¹ Any misrepresentation will result in automatic disqualification of your application.

² In case you have further studies after undergraduate degree, present the most recent credentials.

³ Current/previous employers, professors, mentors may accomplish the form.

Recommendation forms should be secured in an envelope sealed with signature (if not sent thru email).

Referees should submit the form via email at
graduate.admissions@pnu.edu.ph



Application Procedure

01 Please fill-out the application form thru this link:
<https://pwebss.pnu.edu.ph/pnu/applicants>

Generate a **printer-friendly version** of your application.

If you encounter issues in the application form, please email mis@pnu.edu.ph or call (632) 5317-1768 local 519.



PWEBSS Form

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

For Walk-in submissions

- Fill out this Google Form:
<https://tinyurl.com/3nx4x534>
- Select **"Walk-in"***
- Submit photocopies of documents in-person to the Admissions Office.



Google Form

*Note: Selecting Walk-in without submitting documents in person will result in automatic forfeiture of your application.



Application Procedure

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

For Online Submissions

- Fill out this Google Form:
<https://tinyurl.com/3nx4x534>
- Select **"Online"**
- 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').



Google Form

*Note: Inaccessible Google Drive folders will not be evaluated and will result in automatic forfeiture of your application.



Application Procedure

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

For Submissions thru Courier

- Fill out this Google Form:
<https://tinyurl.com/3nx4x534>
- Select "**Courier**"
- Put your COMPLETE* photocopy 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:



Google Form

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

- Please track your waybill to confirm parcel delivery. The Admissions Office will email you upon receipt of your courier package.

*Note: Incomplete requirements will not be evaluated and will result in automatic forfeiture of your application.



Application Procedure

- 03 The Admissions Office will review your submitted documents to determine eligibility. If eligible, you will receive payment instructions thru email.
- 04 Pay the PHP 600.00 Graduate College Admission Test (GCAT) fee. Then, email the proof of payment to graduate.admissions@pnu.edu.ph

- You may request your order of payment through this link:
<https://eservices.pnu.edu.ph/login>.
- Kindly follow the infographics on how you may request your order of payment @ <https://bit.ly/E-ServicesInfoGraphics>



PNU E-Services



PNU E-Services
Infographic

Note: GCAT is conducted online for ODeL programs only.

- 05 Wait for your official GCAT results via email from the Admissions Office. If you pass, you'll receive instructions thru email for the next phase: Medical Evaluation Procedure
- 06 For applicants with disabilities, you may request for a testing accommodation by sending us an email to graduate.admissions@pnu.edu.ph



Medical Evaluation Procedure

Only candidates who pass the GCAT will proceed to these steps.

- 01 Complete the Medical and Mental Health Survey (MMHS) Form truthfully. This form will be emailed to you by the Admissions Office. The deadline is specified in the Admissions Schedule*.
- 02 Once you have answered the MMHS form, immediately submit the scanned copies of the following medical requirements to the section provided on the MMHS Form.

1. Medical Certificate stating Fit to Attend Classes issued by Registered Physician



Physical Examination Form

*Failure to comply on or before the said schedule will forfeit your application.



Pre-Enrollment Procedure

01 Submit the original copies of the following entrance data requirements to the Admissions Office.

- 1) TOR with remarks Copy for PNU
- 2) Certificate of GWA
- 3) Original PSA Marriage Certificate if TOR bears maiden name

If you need the request letter for your TOR in your previous school, the Admissions Office can provide one with fresh signature and dry seal onsite.

02 For those who cannot provide all the requirements, you may submit any of the requirements available and sign a promissory note which the Admissions Office will provide.

03 Once the Admissions office received your entrance data requirements, answer the enrollment confirmation form. The office will send the enrollment confirmation form link and your NOA (Notice of Admission).



Pre-Enrollment Procedure

- 04 Wait for the email of CALL for enlistment. For further inquiries, coordinate with CALL. Please note that only the program coordinators and the University Registrar's Office can process your enrollment. You may direct all your enrollment queries to the following email addresses:

College of Alternative and Lifelong Learning: call@pnu.edu.ph



Admissions Schedule

The PNU Admissions Office has firm application deadlines that all prospective applicants must adhere to. Failure to submit required materials by the specified dates will result in automatic forfeiture of your application. No exceptions can be made. Please review the following key dates carefully:

TERM 1 A.Y. 2026-2027

ACTIVITIES	DATE
Applicant Orientation	February 13, 2026
Application Period	February 16 - March 14, 2026
GCAT	March 29, 2026
Releasing of Examination Result	April 16, 2026
Submission of Medical Requirements	April 16 - 22, 2026
Enrollment Confirmation	April 24 - April 27, 2026
Submission of Requirements and Release of NOA	April 24 - April 30, 2026
Endorsement for Enlistment	May 4, 2026



Admissions Schedule

The PNU Admissions Office has firm application deadlines that all prospective applicants must adhere to. Failure to submit required materials by the specified dates will result in automatic forfeiture of your application. No exceptions can be made. Please review the following key dates carefully:

TERM 2 A.Y. 2026-2027

ACTIVITIES	DATE
Applicant Orientation	May 8, 2026
Application Period	May 11 - June 12, 2026
GCAT	June 28, 2026
Releasing of Examination Result	July 16, 2026
Submission of Medical Requirements	July 16 - 23, 2026
Enrollment Confirmation	July 25 - 28, 2026
Submission of Requirements and Release of NOA	July 25 - August 4, 2026
Endorsement for Enlistment	August 5, 2026



Admissions Schedule

The PNU Admissions Office has firm application deadlines that all prospective applicants must adhere to. Failure to submit required materials by the specified dates will result in automatic forfeiture of your application. No exceptions can be made. Please review the following key dates carefully:

TERM 3 A.Y. 2026-2027

ACTIVITIES	DATE
Applicant Orientation	August 7, 2026
Application Period	August 10, 2026 - September 11, 2026
GCAT	September 27, 2026
Releasing of Examination Result	October 15, 2026
Submission of Medical Requirements	October 15 - 22, 2026
Enrollment Confirmation	October 26 - 29, 2026
Submission of Requirements and Release of NOA	October 26 - November 4, 2026
Endorsement for Enlistment	November 5, 2026



Admission Cycle

We strongly advise all applicants to carefully monitor these dates and submission windows. **Any applications or materials received after the deadline will be immediately discarded without review. No exceptions can be made.**

We thank you in advance for your understanding and look forward to receiving your completed application ahead of the deadline.

ACTIVITIES	TERM 1	TERM 2	TERM 3
Applicant Orientation	February 13, 2026	May 8, 2026	August 7, 2026
Application Period	February 16 - March 14, 2026	May 11 - June 12, 2026	August 10, 2026 - September 11, 2026



Schedule of Fees

ONLINE MASTERAL

MASTER'S NEW STUDENTS	3 units	6 units	9 units	12 units
Tuition Fee (PHP 1,200.00/ unit)	3,600.00	7,200.00	10,800.00	14,400.00
<i>Add: Miscellaneous</i>				
PWEBSS	200.00	200.00	200.00	200.00
Registration Fee	220.00	220.00	220.00	220.00
Cultural fee	110.00	110.00	110.00	110.00
Medical and Dental Fee	220.00	220.00	220.00	220.00
Student Council	30.00	30.00	30.00	30.00
Normal Lights	200.00	200.00	200.00	200.00
Online Commons	100.00	100.00	100.00	100.00
Admin Cost	700.00	480.00	260.00	40.00
Library Fee / (220 / Subject)	220.00	440.00	660.00	880.00
<i>Subtotal</i>	<i>2,000.00</i>	<i>2,000.00</i>	<i>2,000.00</i>	<i>2,000.00</i>
OTHER FEES				
System Maintenance	335.02	670.04	1,005.06	1,340.08
Energy Fee	335.02	670.04	1,005.06	1,340.08
University I.D.	250.00	250.00	250.00	250.00
<i>Subtotal</i>	<i>920.04</i>	<i>1,590.08</i>	<i>2,260.12</i>	<i>2,930.16</i>
Total	6,520.04	10,790.08	15,060.12	19,330.16

Additional Tutorial Fee if a class is less than the required number of students = Php 2,000.00 per subject



Frequently Asked Questions

Q: What is the minimum GPA required?

A: 85%, 2.00, B or better

Q: What is the schedule of classes?

A: Classes are scheduled primarily on Saturdays. Thursday or Friday classes are occasionally offered, but enrollment in these is optional if work commitments prevent attendance.

Q: Why is my login password not working?

A: You may contact the MIS office through mis@pnu.edu.ph or (632) 5317-1768 local 519.

Q: When and how will I receive my test results?

A: Test results are typically released within 3-4 weeks after the test date. You'll receive notification via email.

Q: How many units are required to finish the program?

A: 30 units of coursework and 6 units of thesis writing



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



graduate.admissions@pnu.edu.ph



(632) 5317-1768 local 753



facebook.com/pnu.admissions