

De La Salle University

Student Exchange Program University Placement (StEP UP)

StEP UP



DLSU FACT SHEET 2026
Inbound Student Exchange Program

INTRODUCTION

De La Salle University is an internationally recognized Catholic university in the Philippines established by the Brothers of the Christian Schools in 1911. Inspired by the charism of St. John Baptist de La Salle, the University community, together and by association, provides quality human and Christian education by teaching minds, touching hearts, and transforming lives.

Today, De La Salle University (DLSU) is acknowledged as a premier university in the Philippines, serving as a significant resource for the country and the rest of the global society by developing leaders and achievers in business, public service, education, science and technology, and the arts.

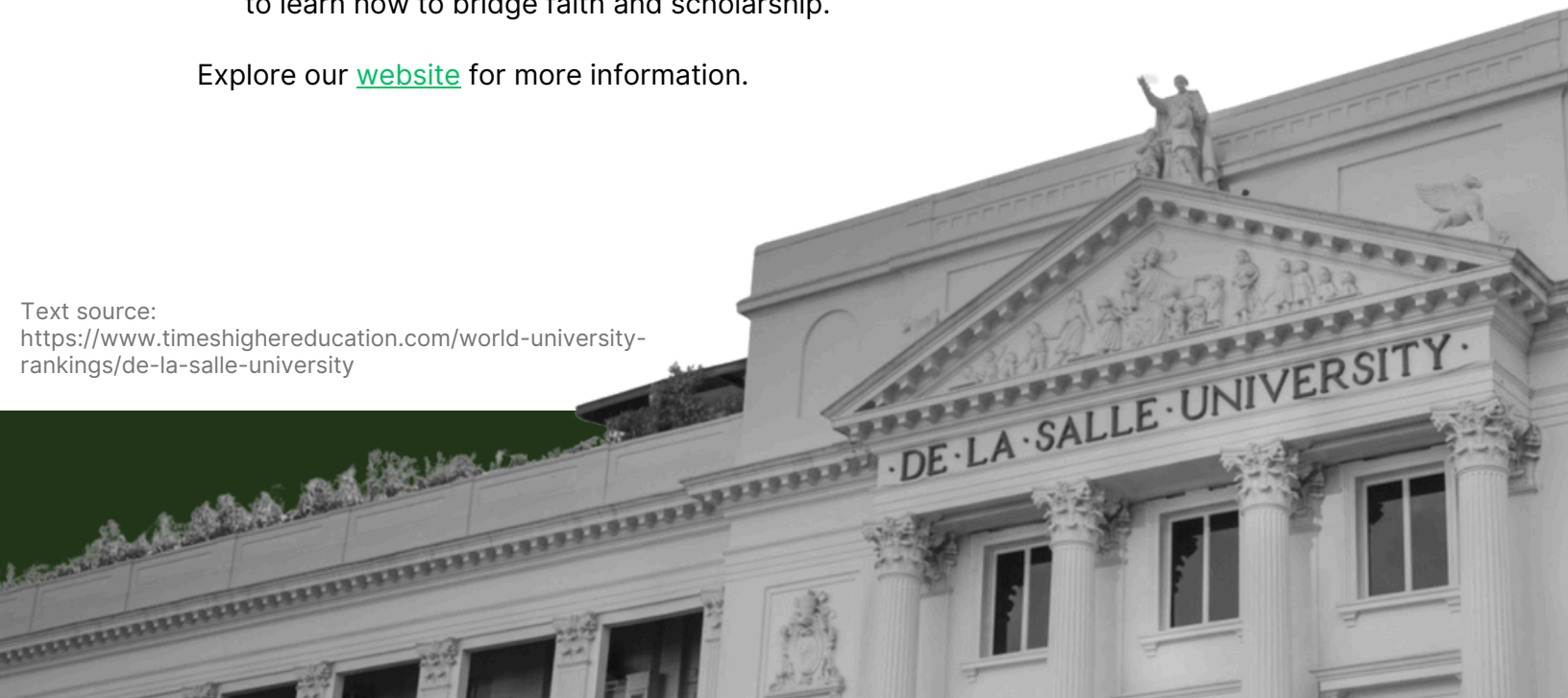
THE LASALLIAN CURRICULUM

All DLSU degree programs are modern, future-proof, and rooted in the best traditions of Lasallian education. Every program is different, but all share the following features:

- Programs adopt an outcomes-based education: learning in the classroom is problem-based and research-oriented.
- Programs prepare students for the Fourth Industrial Revolution: These programs are interdisciplinary by design and prioritize critical thinking, communication, creativity, and collaboration.
- Programs create a meaningful and nurturing university experience. With the Global Enrichment Term, students can decide to do longer internships, study overseas, do volunteer work and community engagement, or start ventures.
- Programs provide numerous curricular and extracurricular opportunities for students to learn how to bridge faith and scholarship.

Explore our [website](#) for more information.

Text source:
<https://www.timeshighereducation.com/world-university-rankings/de-la-salle-university>



GENERAL INFORMATION

Location	2401 Taft Avenue, Malate, Manila, Philippines
Colleges (Under StEP UP Program)	Br. Andrew Gonzales FSC College of Education (BAGCED) https://www.dlsu.edu.ph/colleges/bagced/ College of Computer Studies (CCS) https://www.dlsu.edu.ph/colleges/ccs College of Liberal Arts (CLA) https://www.dlsu.edu.ph/colleges/cla/ College of Science (COS) https://www.dlsu.edu.ph/college/school-overview-college-of-science/ Gokongwei College of Engineering (GCOE) https://www.dlsu.edu.ph/colleges/gcoe/ Ramon V. Del Rosario College of Business (RVRCOB) https://www.dlsu.edu.ph/colleges/rvrcob/ Carlos L. Tiu School of Economics (CLTSOE) https://www.dlsu.edu.ph/colleges/soe/
Office of the Vice President for External Relations and Internationalization (OVPERI)	Rm. 1501, 15th Flr., Henry Sy Sr. Hall (+632) 8524-4611 local 163 ovperi@dlsu.edu.ph
International Center	Ground Flr., Yunchengco Building (+632) 8524-4611 local 289 ovperi.exchange@dlsu.edu.ph Contact Person: Ms. Miriam M. Abayan Program Manager for International Programs miriam.abayan@dlsu.edu.ph
DLSU X (Twitter) Page https://x.com/dlsumanila	DLSU Facebook Page https://www.facebook.com/DLSU.Manila.100
DLSU Viewbook https://www.dlsu.edu.ph/i-viewbook	DLSU YouTube https://www.youtube.com/user/DLSU100/videos

TERM DATES

DLSU operates on a trimester system of 3 terms per year. Exchange and study abroad students are welcome in any of the three terms.

AY 2026-2027 INBOUND CALENDAR AND DEADLINES

	Exchange Period	Nomination Deadline	Application Deadline	Issuance of Acceptance Letter
TERM 1	September 2026-December 2026	May 3, 2026	May 30, 2026	June 28, 2026
TERM 2	January 2027-April 2027	September 18, 2026	October 18, 2026	October 30, 2026
TERM 3	May 2027-August 2027	January 27, 2027	February 28, 2027	March 21, 2027

AY 2027-2028 INBOUND CALENDAR AND DEADLINES

	Exchange Period	Nomination Period	Application Deadlines	Issuance of Acceptance Letter
TERM 1	September 2027-December 2027	May 3, 2027	May 31, 2027	June 28, 2027
TERM 2	January 2028-April 2028	September 3, 2027	September 30, 2027	October 30, 2027
TERM 3	May 2028-August 2028	January 27, 2028	February 29, 2028	March 21, 2028

NOTE: NOMINATION IS DONE BY THE HOME UNIVERSITY ONLY. Direct application by the student is NOT ACCEPTED. Nominate your student using this link: <https://forms.gle/SDiotRQ65KUx7NNe8>

QUALIFICATIONS FOR ADMISSION AND RETENTION POLICIES

- Nominated by the home university;
- Must have completed at least one year of study at the home university;
- Must be an officially enrolled student of the home university;
- Has a Cumulative Grade Point Average (CGPA) of at least 3.0 or better;
- Proficient in the English language; and
- A student of good standing character

APPLICATION DOCUMENTS AND REQUIREMENTS

1. Official Transcript of Records/ Academic Records
2. Proof of English Proficiency (ANY OF THE FOLLOWING), with a *minimum score of
 - a. TOEFL ibt 5.0-5.5
 - b. TOEIC 605
 - c. IELTS band of 6.0
 - d. CEFR - C1
 - e. Certificate of English Proficiency or English as a Medium of Instruction
3. Copy of valid Passport Bio-page
4. Recommendation (issued by a professor or faculty member)
5. Copy of Enrollment Form (or list of subjects enrolled for the current semester at the home university)

REMINDERS

1. All documents must be in English (or translated into English).
2. For Inbound students with scores lower than the required English Proficiency Score, they will be required to take at least two (2) modules of English in the DLSU Center of English Speakers of Other Languages or CIESOL. Visit the CIESOL [website](#) for more information.

3-STEP APPLICATION PROCESS

STEP 1

Nomination by the Home University

Nominate your student using this link: <https://forms.gle/SDiotRQ65KUx7NNe8>

STEP 2

Application through the Archer's Hub

The nominated student will receive an email from De La Salle University with instructions to complete the application through Archer's Hub. The student must ensure that all required documents are prepared and ready for submission via the Hub.

STEP 3

Issuance of Acceptance Letter

Once the application has been completed and approved, the student will receive an Offer Letter through the Hub.

ADMISSION AND ENROLLMENT POLICIES

- While DLSU will make every effort to accommodate course requests, access to specific courses cannot be guaranteed.
 - Inbound Students can only enroll in courses with no prerequisites.
 - Student must ensure that all enrolled courses have been approved by their home university.
- Inbound Students may enroll in a MAXIMUM of 3 courses (or 9 units) for the UNDERGRADUATE level and 2 courses (or 6 units) for the GRADUATE level per trimester.
- Once classes have started, dropping, withdrawing, or changing courses is not allowed.
- Inbound Students must comply with the rules and regulations of the DLSU Student Handbook.
- Inbound Students are required to undergo and complete the Lasallian InSPIRE (International Students Program for Involvement in Responsive Exchange, and participate in all official activities and events of the International Center for International Students.

DLSU Grading System: The University adopts the numerical grading system. The grade INC ("Incomplete") does not exist in the grading system.

DLSU GRADING SYSTEM		Below is the ASEAN Credit Transfer Equivalency Utilized by DLSU		
GRADE POINT	DESCRIPTION	ASEAN Credit Transfer Equivalent	Description	Normal Distribution Guide
4.0	Excellent	A	Excellent	10%
3.5	Superior	B	Very Good	25%
3.0	Very Good	B	Very Good	25%
2.5	Good	C	Good	30%
2.0	Satisfactory	C	Good	30%
1.5	Fair	D	Satisfactory	25%
1.0	Passed	D	Satisfactory	25%
0.0	Failed (No Credits)	E/F	Failed	0

Please access the link to read the **DLSU Student Handbook** for AY 2021-2025 for academic and non-academic information:
<https://www.dlsu.edu.ph/wp-content/uploads/pdf/osa/student-handbook.pdf>

THE InSPIRE PROGRAM

To foster a multicultural and diverse learning environment and ensure a meaningful and enriching exchange experience, the International Center has developed a unique formation program for international students, the Lasallian InSPIRE.

The Lasallian International Students Program for Involvement Responsive Exchange (InSPIRE) is a series of supplementary activities designed to support the adjustment and integration of the international students, including the inbound exchange students. The program promotes social and cultural awareness, helping students engage more fully with their new academic and community environment.

The International Center (IC) organizes the activities in partnership with IC Buddies (a student volunteer group) and various IC internal and external partners.

Activities include:

- Welcome and orientation sessions
- Basic Filipino language tutorial
- Cultural tours and immersion activities
- Educational talks and forum, and
- Culminating and farewell events

INSURANCE

- Students are required to obtain overseas health and accident insurance covering the entire duration of their stay in the Philippines. A copy of the insurance policy, in English, must be submitted on or before the orientation day.



ACCOMMODATION

- There is no on-campus residence at De La Salle University. The student is responsible for finding and booking their own accommodation.
- See the Off-Campus Guide for Exchange Students [here](#)

HEALTH EXAMINATION

- All exchange students are required to complete health examinations before coming to DLSU. Access the Medical Examination Form [here](#).

AVERAGE STUDENT BUDGET IN MANILA

- A realistic monthly budget for an international student in Manila typically ranges from ₱25,000 to ₱55,000 (\$450 – \$980 USD), depending on the neighborhood and lifestyle.
- While the city can be very affordable, costs like electricity and imported groceries can be higher than expected. Below is a breakdown of the monthly expenses a student should anticipate.

Expense Category	Budget-Conscious	Mid-range/Comfort	Expense Category	Budget-Conscious	Mid-range/Comfort
Rent	₱8,000 – ₱12,000	₱18,000 – ₱30,000	Meals & Groceries	₱8,000 – ₱12,000	₱15,000 – ₱20,000
Utilities (Elec/Water)	₱2,000 – ₱3,500	₱4,000 – ₱6,500	Public Transport	₱1,500 – ₱2,500	₱4,000 – ₱7,000

TRAVEL UPDATES AND REQUIREMENTS

Foreign students from non-visa-required countries (Executive Order No. 408, s. 1960) may be allowed to enter the Philippines visa-free. On the other hand, foreign students from visa-required countries must secure an entry visa from the Philippine foreign service posts abroad before their travel to the Philippines. For the list of countries whose nationals can enter the Philippines without a visa, please refer to the link below:

<https://www.philippine-embassy.org.sg/consular/visa/faqs-travel-to-the-philippines-of-foreign-nationals/>

IMMIGRATION REQUIREMENTS FOR STUDY

Inbound Exchange Students (IES) who wish to enter and stay to study in the Philippines are required to secure a **Special Study Permit (SSP)**. SSPs are issued in conjunction with or accompanied by a Temporary Visitor's Visa (TVV) or 9A visa. SSP is valid for three (3) months but can be extended co-terminus with the course/program. Hence, IES must continuously update their authorized stay or extend their 9A Visa for the duration of their stay in the Philippines.

The International Center (IC), through its BI-accredited Liaison Officer (LO), assists IES in processing and filing the SSP application at the BI Student Visa Section. The approved SSP includes the ACR I-Card required by the BI.

An ACR I-Card is a microchip-based, credit card-sized identification card issued to all registered aliens whose stay in the Philippines has exceeded fifty-nine (59) days. It also has an embedded computer chip with biometric security features capable of data management and can be updated electronically.

SSP Fees	
SSP New Application {with three (3) months validity & an ACR I-Card valid for one (1) year}	= Php 16,000
SSP Extension {another three (3) months validity}	= Php 14,000
Note: SSP fee must be paid at DLSU Finance and Accounting Office. Fees are updated as of July 2025 and may change without prior notice.	

TEMPORARY VISITOR/TOURIST VISA (9A) EXTENSION FEES

Non-Visa Required Nationals One (1) Month Extension = Php 4,400 Two (2) Month Extension = Php 4,900	One (1) Month Extension	= P4,400
	Two (2) Month Extension	= P5,700
	ACR I-Card	= \$50
Note: 9A Visa fee must be paid directly to the BI Cashier Office. Fees are updated as of 4 February 2015 and may change without prior notice.		