

**GUIDELINES ON THE SUBMISSION OF REQUIREMENTS FOR THE  
ISSUANCE OF UNIVERSITY ADMISSION SLIP (UAS) AND  
PROCESS OF RETURN FROM LOA**

Steps students need to follow for admission/readmission:

1. Prepare the following required documents:

**New Graduate Student (Doctoral, Masters, or Diploma)**

- Student Directory with photo (2 copies) (you may download form [here](#))
- UP Health Service Request Letter (you may download form [here](#))
- Proposed Plan of Study (you may download form [here](#))
- Sample DURP Proposed Plan of Study (PPS) ([click here](#))
- Sample MA Proposed Plan of Study (PPS) Thesis-Track ([click here](#))
- Sample MA Proposed Plan of Study (PPS) Non-Thesis-Track ([click here](#))
- Sample PhD Proposed Plan of Study (PPS) Field ([click here](#))
- Sample PhD Proposed Plan of Study (PPS) Non-Field ([click here](#))
- College Admission Slip (you may download form [here](#))
- Provisional Admission (you may download form [here](#))
- Transfer Credential / Honorable Dismissal (if from other school/university)
- Transcript of Records
- Birth Certificate PSA / Marriage Certificate PSA

**Change of Program (DURP to MA and MA to DURP)**

- Student Directory with photo (2 copies) (you may download form [here](#))
- UP Health Service Request Letter (you may download form [here](#))
- Proposed Plan of Study (you may download form [here](#))
- College Admission Slip (you may download form [here](#))
- Application for Advance Credit (you may download form [here](#))
- Approved Appeal Letter

**Return from AWOL**

- Student Directory with photo (2 copies) (you may download form [here](#))
- UP Health Service Request Letter (you may download form [here](#))
- Proposed Plan of Study (you may download form [here](#))
- College Admission Slip (you may download form [here](#))
- Approved Appeal Letter
- AWOL Fee ([click here](#) for payment processing)

**Return from LOA (1st Semester)**

- Student Directory with photo (2 copies) (you may download form [here](#))
- Return from Leave of Absence (you may download form [here](#))
- College Admission Slip (you may download form [here](#))
- Approved Appeal Letter

**Return from LOA (1 Year)**

- Student Directory with photo (2 copies) (you may download form [here](#))
- UP Health Service Request Letter (you may download form [here](#))
- Proposed Plan of Study (you may download form [here](#))
- College Admission Slip (you may download form [here](#))
- Approved Appeal Letter

**SPRING-ASIA Student**

- Student Directory with photo (2 copies) (you may download form [here](#))
- UP Health Service Request Letter (you may download form [here](#))
- Proposed Plan of Study of SPRING Student (you may download form [here](#))
- College Admission Slip (you may download form [here](#))
- Provisional Admission (you may download form [here](#))

2. Submit all forms / documents to the SURP Office of Graduate Studies.

3. SURP will then evaluate your submitted documents and upon verification that your submission is in order and forward to the Office of University registrar. You will be notified about the status of your admission/readmission.



# School of Urban and Regional Planning University of the Philippines

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## DURP AND MA(URP) Effective First Semester, Academic Year 2009-2010

Courses/ Requirements	Diploma in Urban and Regional Planning	Master of Arts (Urban and Regional Planning)	
		Option A (Thesis Option)	Option B (Non-Thesis Option)
<i>Core Courses</i>	20 units	20 units	20 units
	Plan 201 (3 units)	Plan 201 (3 units)	Plan 201 (3 units)
	Plan 203 (3 units)	Plan 203 (3 units)	Plan 203 (3 units)
	Plan 210 (3 units)	Plan 210 (3 units)	Plan 210 (3 units)
	Plan 299 (3 units)	Plan 299 (3 units)	Plan 299 (3 units)
	Plan 214 (3 units)	Plan 214 (3 units)	Plan 214 (3 units)
	Plan 210.1 (5 units)	Plan 210.1 (5 units)	Plan 210.1 (5 units)
<i>Elective Courses</i>	6 units		
<i>Field of Specialization (Major) Courses</i>		9 units	15 units
<i>Cognate (Minor) Courses</i>			6 units
<i>Comprehensive Examination</i>			<i>Written and Oral Examinations</i>
<i>Master's Thesis</i>		Plan 300 (6 units)	
<b>Total Number of Units</b>	<b>26 units</b>	<b>35 units</b>	<b>41 units</b>

## PhD(URP) Effective First Semester, Academic Year 2009-2010

Courses/Requirements	Entry Level	
	Master's Degree in Planning	Non-Planning Master's Degree
<i>Core Courses</i>		20 units
		Plan 201 (3 units)
		Plan 203 (3 units)
		Plan 210 (3 units)
		Plan 299 (3 units)
		Plan 214 (3 units)
		Plan 210.1 (5 units)
<i>PhD Core Courses</i>	6 units	6 units
	Plan 399 (3 units)	Plan 399 (3 units)
	Plan 391 (3 units)	Plan 391 (3 units)
<i>Field of Specialization (Major) Courses</i>	15 units	15 units
<i>Cognate (Minor) Courses</i>	3 units	9 units
<i>Comprehensive Examination</i>	Written and Oral Examinations	Written and Oral Examinations
<i>Doctoral Dissertation</i>	Plan 400 (12 units)	Plan 400 (12 units)
<b>Total Number of Units</b>	<b>36 units</b>	<b>62 units</b>



### 3-unit Elective Courses under **TRANSPORTATION PLANNING** Field of Specialization

#### Courses from SURP

Plan 250 – Theories and Practice of Transportation Planning  
Plan 251 – Transport Technologies  
Plan 252 – Transport Modelling  
Plan 253 – Transportation Plan and Project Evaluation  
Plan 254 – Public Transportation Service and Operations Planning  
Plan 255 – Survey Methods in Transportation Planning  
Plan 256 – Transportation Economics  
Plan 257 – Transportation Policies and Planning Practices  
Plan 258 – Transportation Planning Analysis and Techniques  
Plan 259 – Special Problems in Transportation Planning

#### Courses from Collaborating College/Unit

CE 240\* - Transportation Systems Analysis and Planning  
Geography 209\* - Spatial Analysis  
  
EnE 280\* - Environmental Impact Assessment  
GE 203\* (GmE 203) – Principles of Geographic Information Systems  
GE 202\* - Principles of Remote Sensing  
GE 213 – Advanced Geographic Information Systems 3 u. (*Prereq. GE 203*)  
Geography 321\* - Urban Systems  
Geography 291\* - Geographic Aspects of Philippine Economic Development

*\*Courses from collaborating colleges, do not have prerequisites or would require COI*

### 3-unit Elective Courses under **ENVIRONMENT AND NATURAL RESOURCES PLANNING** Field of Specialization

#### Courses from SURP

Plan 222 – Resource Use and Development  
Plan 232 – Land Economics  
Plan 280 – Environmental Planning and Policy Analysis  
Plan 289 – Special Problems in Environmental Planning

#### Courses from Collaborating College/Unit

PA 291\* - Environmental Governance  
MS 280\* - Management of Marine Resource  
Econ 275\* - Natural Resource and Environmental Economics  
EnE 280\* - Environmental Impact Assessment  
CE 236\* - Environmental Costs and Benefits in C.E.  
EnvSci 282\* - Environmental Planning, Risk and Impact Assessment  
Ene 270\* - Solid Waste Disposal and Management  
CD 235\* - Community-Based Disaster Risk Management  
CD 227\* - Community Conflict Resolution and Peace-Building Strategies  
GE 203\* (GmE 203) – Principles of Geographic Information Systems  
GE 202\* - Principles of Remote Sensing  
GE 213 – Advanced Geographic Information Systems (*Prereq. GE 203*)  
Geography 209\* - Spatial Analysis  
Geography 291\* - Geographic Aspects of Philippine Economic Development  
Geography 301\* - Environmental Geography  
Geography 255\* - Environmental Hazards and Disaster Management

*\*Courses from collaborating colleges, do not have prerequisites or would require COI*

### 3-unit Elective Courses under **PUBLIC WORKS PLANNING** Field of Specialization

#### **Courses from SURP**

Plan 240 – Public Works Planning and Development  
Plan 241 – Public Works Project Development  
Plan 242 – Issues in Public Works Planning and Development  
Plan 243 – Public Works Project Management  
Plan 249 – Special Problems in Public Works Planning and Development

#### **Courses from Collaborating College/Unit**

CE 236\* - Environmental Costs and Benefits in C.E.  
CE 240\* - Transportation Systems Analysis and Planning  
CE 215\* - Water Resources Planning  
EgyE 211\* - Energy Engineering  
EgyE 231\* - Energy Economics and Systems Evaluation  
EnE 280\* - Environmental Impact Assessment  
EnE 270\* - Solid Waste Disposal and Management  
GE 203\* (GmE 203) – Principles of Geographic Information Systems  
GE 202\* - Principles of Remote Sensing  
GE 213 – Advanced Geographic Systems (*Prereq. GE 203*)  
Geography 209\* - Spatial Analysis  
Geography 321\* - Urban Systems  
Geography 291\* - Geographic Aspects of Philippine Economic Development  
Geography 255\* - Environmental Hazards and Disaster Management

*\*Courses from collaborating colleges, do not have prerequisites or would require COI*