**MANILA LAW COLLEGE** 

**Formerly Known as Escuela de Derecho De Manila**

**“The First Filipino Law School in the Philippines”**

**641 Sales St., Sta. Cruz, Manila, Philippines**

**www.mlc.edu.ph / Tel. No. 8353-7972**

**PRELIMINARY FORM**

**FIRST SEMESTER AY - 2024-25**

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| --- | --- | --- |
| **Name:** | | |
| **Email Add:** | | |
| **Students ID:** | | |
| **Old Student: ( ) New Student: ( ) Transferee ( ) Year Level:** | | |
| **Subject** | **Units Time Days** | **Professor** |
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| **TOTAL UNITS ENROLLED** |  |  |
| **Credentials Submitted:** | | |
| Note: email this form to enrollment@mlc.edu.ph | | |
| FOR PAYMENT PURPOSE/S:  MANILA LAW COLLEGE  UNION BANK - ACCOUNT#0025-7001-1958  DOWN PAYMENT IS P 6, 000.00  Send a proof of payment to Ms. Marlene Santos Garin messenger to be considered officially enrolled. | APPROVED BY:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Prof. Maritess B. Vibar  College Secretary & Registrar | |

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| GENERAL INFORMATION | |
| **Last, First Middle Name** |  |
| **Email** |  |
| **Home** |  |
| **Telephone & Cellphone#** |  |
| **Company Name:** |  |
| **Company Address:** |  |
| **Age:** |  |
| **Date of Birthday:** |  |
| **Birthplace:** |  |
| **Civil Status:** |  |
| **Religion:** |  |
| **Citizenship:** |  |
| **Gender:** |  |
| **Father’s Name:** |  |
| **Mother’s Name:** |  |
| **If Married: (Name of Spouse & CellPhone#)** |  |
| **Year Level:** |  |
| **Bachelor’s Degree:** |  |
| **Identify your COURSE/MAJOR:** |  |
| **Year graduated in Bachelor's degree:** |  |
| **Identify school/institution** |  |
| **Are you a Post-baccalaureate degree holder?** |  |
| **Identify highest post baccalaureate degree** |  |

**DATA PRIVACY CONSENT FORM**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, an applicant for enrollment at the Manila Law College, hereby give my consent for the processing of my personal data in accordance with the Data Privacy Act of 2012.

I understand and agree that the personal data collected from me, including but not limited to my name, contact information, academic records, and other relevant information, will be used by the educational institution for the following purposes:

1. Student enrollment and registration.

2. Academic monitoring and assessment.

3. Communication related to educational activities and events.

4. Compliance with legal and regulatory requirements.

5. Research and statistical analysis to improve educational services.

I acknowledge that my personal data will be treated with confidentiality and will only be accessed by authorized personnel of the educational institution for legitimate purposes. I also understand that my personal data will not be shared with third parties without my explicit consent, except as required by law.

I am aware of my rights under the Data Privacy Act of 2012, including the right to access and correct my personal data, as well as the right to withdraw my consent at any time. I understand that by signing this consent form, I am giving my voluntary and informed consent for the processing of my personal data by the educational institution.

In case of any questions or concerns regarding the processing of my personal data, I can contact the Data Protection Officer of the educational institution at dataprivacy@mlc.edu.ph.

By signing below, I certify that I have read and understood the contents of this consent form and voluntarily agree to the processing of my personal data in accordance with the Data Privacy Act of 2012.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_