



OnSite

WRITTEN COMPREHENSIVE EXAMINATION

APPLICATION PROCEDURE

SECOND TERM AY 2024-2025

1

SECURE

a copy of your Temporary Transcript of Records from the Registrars Office (2nd Floor, Main Building)


Requirements for M.A./M.S.: 30 Academic Units

- 6 units of prerequisite courses
- 9 units of core courses
- 15 units of specialization courses

Requirements for Ph.D./Ed.D.: 39 Academic Units


- 9 units of philosophy courses/applied courses
- 30 units of specialization courses

Am I qualified to take the WCE?



2

Accomplish the application form


Download 

What courses should I select for WCE?

M.A./M.S. students must choose six (6) courses (2 core and 4 specialization)


Ph.D./Ed.D students must choose eight (8) specialization courses

Note: On-going courses are not allowed.



3

Pay WCE fee through Treasury Department




- Print WCE payment slip
- Proceed to Cashier's office, 2nd Floor, Main Building (For clearance and for payment)

Monday-Friday
8:30-11:00am; 1:00-4:00pm

How much is the WCE application fee?

MA/MS: Php 4,500.00
PhD/EdD: Php 5,500.00

Onsite payment begins on February 5, 2025



4

SUBMIT

Pdf copies of your grades, WCE application form and copy of official receipt at the UST Graduate School Office Window.

USTGS Office Schedule

Tuesday - Friday
10:00am-7:00pm

Saturday
8:00am-5:00pm



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Check our website


<http://graduateschool.ust.edu.ph/> for the posting of your WCE schedule on **March 11, 2025.**

Two courses will be allotted per day (9:00AM - 12:00nn).

When is the WCE?

MA/MS: **March 17, 24, 31, 2025**
PhD/EdD: **March 17, 24, 31 April 7, 2025**

VENUE: TARC Building



Deadline of WCE Application is on February 26, 2025.

Schedule of WCE Orientation is on March 14, 2025 (6:00-7:00pm). All WCE test-takers are REQUIRED to attend the Orientation. The link for the orientation will be sent to your email address by March 13, 2025.

For inquiries, please contact: wce.gs@ust.edu.ph or call at **02-8731-5396**

or visit the **USTGS Office** and look for MR. LINOI MARCAIDA

(Tuesday - Friday, 10:00am-7:00pm; Saturday, 8:00am-4:00pm)