



## ASEAN CHARTERED PROFESSIONAL ENGINEER - PHILIPPINES APPLICANT'S CHECKLIST

- Letter of intent
- Duly accomplished ACPE Application Form IAO-QRD-08 with attached Certificate/s of Employment covering a period not less than seven (7) years and/or Certification of Project completion
- CPD Certificate of Credits Units earned
- Copy of Diploma
- Original Copy of Certified True Copy of Transcript of Records
- CHED Certificate of Equivalency (when applicable)
- PRC Certificate of Registration
- Copy of PRC Professional Identification Card
- Original Certificate of No Pending Administrative Case issued by the PRC
- Certificate of Good Standing issued by the respective APO
- Original Copy of valid NBI Clearance
- Signed Statement of Compliance with Code of Ethics (Notarized)
- Recent four (4) passport size pictures, white background with name tag (coat and tie for men; blazer for women)
- Payment: Php 2,000.00 non-refundable processing fee

### Note:

1. Three sets of the accomplished application forms, including copies of all supporting documents must be submitted; oficio size (**8 ½" x 13"**) of paper shall be used throughout; photocopies of large documents shall be reduced accordingly. Each set shall be submitted **1 ½" 3 – Ring Presentation** binder. Documents shall be in a clear sheets inserts, complete with table of contents/tab.
2. All applications must be originally-signed by the applicant and shall be delivered to **PRC Regional Office nearest your residence.**

**EMAILED APPLICATIONS OR COMPUTER-GENERATED SIGNATURES ON THE APPLICATION FORMS WILL NOT BE ACCEPTED.**