



**PAASCU ACCREDITED
LEVEL II**

*Offers religious formation
and theological studies with
the following characteristics:*

- Contextual
- Integrated
- Inclusive
- Transformational

Visit us!

122 N. Domingo Ave. , Corner St. John Street, Brgy.
Kaunlaran, Quezon City

Contact us!

Tel. No. +63-02-87247173 loc. 103
Mobile no. 09683468334 or 09959877496
Email: ifrsregistrar.enrollment@gmail.com
Look for Ms. Genalyn N. Lorenzo, Registrar



Established since 1963

**Institute of
Formation and
Religious
Studies**



**COURSE PROGRAM FOR
BACHELOR OF ARTS IN RELIGIOUS
STUDIES
AND
MASTER OF ARTS IN RELIGIOUS STUDIES
-MAJOR IN SCRIPTURE
-MAJOR IN THEOLOGY
-MAJOR IN WOMEN AND RELIGION**

**ENROLL
NOW!**

**A.Y. 2024-2025
Second Semester**



Our Vision

The Institute of Formation and Religious Studies is a leading institute for religious studies and formation preparing graduates committed to a contextual, integrated, inclusive and transformational ministry and witnessing to the Biblical/Gospel imperatives.

Our Mission

The institute equips students with theoretical and practical knowledge in Scriptures, theology, spirituality, women and gender studies enabling them to become authentic Christian witnesses. Enriched by a diversity of cultures, the Institute provides venues for inculturation, relevant research, prophetic dialogue and creative ministries.



GRADUATE ATTRIBUTES

Upon graduation at IFRS, students must be able to embody the following qualities:

1. A learner who is able to draw insights in Theology, Scripture, Spirituality and Gender Studies;
2. A person who is sensitive to cultures and to what is going forward in history, to global realities and to ecological concerns;
3. A citizen who respects equal dignity of men and women, aware and critical of patriarchal practices and patterns of relationships;
4. A believer and effective Christian witness who thinks critically, exercises creative ministry, and shows partiality to the poor.



Enrollment Procedure

Choose Your Registration Method:

- Online Registration:
 - Visit our website at www.ifrs.com.ph and click on the online application
 - **For New Students:** Create an account
 - **For Old Students:** log in to your existing account.
 - Fill out the online registration form completely and accurately.
 - Upload the required documents (listed below).
 - Submit the form and pay fees online.
- In-Person Registration:
 - Visit our school office during registration hours.
 - Bring all required documents (listed below).
 - Complete the registration form with the assistance of our staff.
 - Pay fees in person.

For On-site application Please follow the procedure below:

1st step: Submission of Requirements

- Go to the Registrar's office and submit all the original copies of the requirements
- Fill out the Personal Data Sheet and submit the completed form to the Registrar

2nd Step: Payment for English Assessment Test (EAT) Fee

- Go to the Business office and Pay the English Assessment Test Fee
- Go back to the Registrar's office to get the Schedule for English Assessment Test and the Interview Schedule with the Dean

3rd Step: Placement Examination: English Assessment Test (EAT)

- Go to the Dean's office to get the English Assessment Test paper and proceed to the library to take the examination for 3 Hours
- When done, submit the English Assessment Test Paper to the Dean and come back for the scheduled interview

4th step: Interview with the Dean

- Go to the Dean's office for the result of the English Assessment Test
- The Dean will give an endorsement to the registrar on whether to enroll in an English Enhancement Program or not

5th Step: Program Evaluation and Advising

- The registrar will evaluate further the submitted requirements
- A hard copy of the Course Curriculum guide based on the chosen program will be given upon the approval of the Dean
- Fill out the Application for Admission Form (Form A-001) and submit the completed form to the registrar's office for final checking and signature

6th Step: Final Enlistment

- Fill out the Pre-registration form (Form A-008) following the Course Curriculum Guide given by the Registrar
- Go to the Dean's office for final program advising and signing of the form A-008 (Pre-registration form)

7th Step: Assessment and Payment of Tuition & Other Fees

- Go to the Business office for Tuition Fee assessment and payment. Bring the Pre-registration form (Form A-008) for the cashier's signature and stamped (paid/partially paid)
- Get the Official Receipt of payment at the Business office

8th step: Student Profile Form and Student ID application

- Go to the Student Affairs office to fill out the Student Profile form and Application form for Student ID. Students shall bring the Form-001 signed by the Registrar and the Proof of payment (official receipt)

9th step: Library ID Card application

- Go to the library and meet the librarian to process your Library ID Card

Requirements for Enrollment

A. For Foreign Students

- Copy of school records from the school last attended with English translation and authentication from the Philippine Embassy in the country where the documents originated;
- Photocopy of Alien Certificate of Registration (ACR I-Card);
- Photocopy of Passport and VISA (Student/Missionary);
- Recommendation Letter from Bishop or Community Leader for Religious Sister/Priest /Brother ;
- Two Passport-Size (2 x 2) color ID pictures.

B. For Transferee: Foreign Students

- Certificate of Transfer Credentials (Honorable Dismissal);
- Certificate of Good Moral Character from the school last attended;
- Photocopy of Alien Certificate of Registration (ACR I-Card);
- Photocopy of Passport and VISA (Student/Missionary).

C. Enrollment Requirements: Filipino Students:

- Official Transcript of Records
- Photocopy of PSA Birth Certificate
- Two Passport-Size (2x2) color ID pictures

D. For Transferee: Filipino Students

- Certificate of Transfer Credentials (Honorable Dismissal)
- Certificate of Good Moral Character from school last attended

E. Cross-Enrollees:

- Written permission to cross-enroll from home school.

F. Renewal:

- **Filipino Students:** Photocopy of Birth Certificate
- **Foreign Students:** Photocopy of Passport

TUITION AND FEES

AB Tuition Fee (per unit)	915.20
AB Audit Student	
Tuition Fee (per course)	4,200.00
Other Fees	
Registration	522.26
Library	1,438.16
Miscellaneous	₱5,046.23
Journal	436.64
ID	
New Student	251.08
Old Student	91.30
Handbook (new student)	251.08
New Student	
English Assessment Test (EAT)	182.61
Old and New Student	
Test Paper/Materials	166.01
Institutional outreach	
New Student	2,258.41
Old	844.31
Foreign Student Fee	
New	1,648.38
Old	824.20

**All fees are subject to change upon advisory.*



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- b. A hard copy of the Course Curriculum guide based on the chosen program will be given upon the approval of the Dean
- c. Fill out the Application for Admission Form (Form A-001) and submit the completed form to the registrar's office for final checking and signature

6th Step: Final Enlistment

- a. Fill out the Pre-registration form (Form A-008) following the Course Curriculum Guide given by the Registrar
- b. Go to the Dean's office for final program advising and signing of the form A- 008 (Pre-registration form)

7th Step: Assessment and Payment of Tuition & Other Fees

- a. Go to the Business office for Tuition Fee assessment and payment. Bring the Pre-registration form (Form A-008) for the cashier's signature and stamped (paid/partially paid)
- b. Get the Official Receipt of payment at the Business office

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TUITION AND FEES

MA Tuition Fee (per unit)	₱1,438.16
MA Audit Student	4,725.00
Tuition Fee (per course)	
Other Fees	
Registration	₱522.26
Library	
Miscellaneous	₱5,046.23
Journal	₱436.64
ID	
New Student	251.08
Old Student	91.30
Handbook (new student)	251.08
New Student	
English Assessment Test (EAT)	182.61
Test Paper/Materials	166.01
Institutional outreach	
New Student	₱2,251.48
Old	₱844.31
Foreign Student Fee	
New	1,648.38
Old	824.20

**All fees are subject to change upon advisory.*



Course Offerings for AY 2024-2025 2nd Semester

UNDERGRADUATE PROGRAM

AB1 PH103 Fundamentals of Philosophy
AB2 TH117 Ecclesiology
AB2 STS101 Science, Technology, Society
AB2 TH115 Systematic Theology
AB4 CA102 Methods in Religious Education
AB1 HS115 The Life and Works of Rizal
AB1 SC102 Introduction to New Testament
AB1 TH114 Introduction to Theology
AB1 ENG ENH Academic and Technical Writing
AB2 EN103 Elective (Gen Ed) The Art of Journal Writing
AB4 TH141 Marian Theology
AB3 TH126 Social Teachings of the Church
AB1 TH105 Interreligious Studies
AB4 SC104 Johannine Studies
AB4 SP144 Introduction to Spirituality and Culture
AB1 NSTP2 National Service Training Program
AB2 SC103 Synoptics and Acts
AB2 S132 Religious Institution and Society
AB1 PY101 Understanding the self
AB1 MT101 Mathematics in the Modern World
AB3 SP135 Foundations of Spiritual Accompaniment
AB1 PE102 Asian Folk and Contemporary Dances

CERTIFICATE PROGRAM

AB1 PH103 Fundamentals of Philosophy
AB4 CA102 Methods in Religious Education
AB1 SC102 Introduction to New Testament
AB1 TH114 Introduction to Theology
AB2 EN103 Elective (Gen Ed) The Art of Journal Writing
AB3 Elective SA132 Religious Institution and Society
AB1 TH105 Interreligious Studies



GRADUATE PROGRAM

MA2 S145 Elective Major Foundations of Spiritual Accompaniment
MA1 Required Elective Safeguarding of Vulnerable Adults and Children
MA2 Elective Project Management
MA1 HS213 Women in Church History
MA2 PC201 Community Involvement
MA2 PY230 Pastoral Psychology
MA1 TH218 Marian Theology
MA TH237 Theology of Religions



SCAN THE QR CODE
FOR OUR COURSE
CURRICULUM GUIDE



www.ifrs.com.ph