THE PROCESSING OF UP RFID FOR THE FIRST SEMESTER, AY 2026-2027 HAS STARTED.

TO HAVE YOUR PHOTO ID TAKEN, YOU MAY DIRECTLY GO TO THE ID ROOM, SECOND FLOOR, OFFICE OF THE UNIVERSITY REGISTRAR STARTING ON THE 21st OF SEPTEMBER 2026.

ID PROCESSING IS DONE DAILY BETWEEN 8:30AM-11:30AM AND 1:00PM-4:30PM EXCEPT ON WEEKENDS AND HOLIDAYS.

IMPORTANT NOTE: ONLY “OFFICIALLY REGISTERED” (ENROLLED) STUDENTS WILL BE ACCOMMODATED.

PLEASE TAKE NOTE OF THE GUIDELINES BELOW:

- Prepare and bring a copy of your cashier-validated/"Registered" Form 5 of the current semester as proof of your official registration (No Form 5, no photo).
- Preferably, wear a collared shirt (except the same as the background color, the background is orange for the graduate students, and maroon for the undergraduate students).
- Sleeveless clothing is not allowed.
- Do not wear a head covering that obscures the hair or hairline, unless worn daily for a religious purpose.
- Headphones, wireless hands-free devices, or similar items are not allowed.
- Eyeglasses are not allowed, except in rare circumstances when eyeglasses cannot be removed for medical reasons, e.g., recent ocular surgery and the eyeglasses are necessary to protect the applicant's eyes.
    - The frames of the eyeglasses must not cover the eyes.
    - There must not be glare on eyeglasses that obscures the eyes.
- If you normally wear a hearing device or similar articles, they may be worn in your photo.

THANK YOU.