



ASEAN CHARTERED PROFESSIONAL ENGINEER - PHILIPPINES APPLICANT'S CHECKLIST

- Letter of intent
- Duly accomplished ACPE Application Form IAO-QRD-08 Rev. 01 with attached Certificate/s of Employment covering a period not less than seven (7) years and/or Certification of Project completion
- Certificate of CPD Compliance from the CPD Council
- 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)
- Soft copy of ACPE application (including all attachments) saved in USB flash disk
- 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 in a **loop wires (spiral binder) with each paper pages in a back-back format**. Application documents in **ANY plastic holders and the like will no longer be accepted**.
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.