



**Republic of the Philippines
Professional Regulation Commission
Manila**



STP Form A

APPLICATION FOR SPECIAL TEMPORARY PERMIT

INSTRUCTION:

This application must be accomplished by the applicant or duly authorized representative. Any false statement is subject to legal prosecution.

Category of STP applied for:	Profession:	Date of Filing
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Passport size ID picture of the Applicant with COMPLETE Name Tag in plain white background

Part I – Personal Data

Surname:	Given Name/s:	Maternal Name:	Visa / Nature of Stay		
Place of Birth	Date of Birth	Citizenship	Gender	Civil Status	Date of Arrival
Home address / country of origin:		Philippine Mailing Address:		Period of Stay	
Contact Number or E-mail address:					
Name and Address of Sponsoring/Company/Institution in the Philippines: (If Applicable)					
Contact Number or E-mail address:					

Have you ever been accused of, indicted, tried or convicted by any court of law, military tribunal or administrative body? No Yes

If so, attach a copy of the decision or the complaint, if still pending.

Part II – Professional Course Taken

Title/ Degree Received	College/ University Graduated	Date Degree Conferred	Honors, Distinctions or Awards Received

Part III – Specialization (State briefly your fields of specialization, special studies or courses taken)

Part IV – License/s Obtained (Inclusive of License Obtained in the Philippines)

Title of License	Jurisdiction	License/Certification Number	Date issued / validity

Part V – Experience and Training

Dates of Service	Position Held	Employer	Country or State

Part VI- Sponsoring/Company/ Institution Profile

For Private Institutions:(SEC Registration)	For Government Institutions:	Action taken by the Cashier Amount: _____ OR No. _____ Date: _____ Signature of Cashier: _____
Nature of Business:		
Authorized Representative:		

Part VII- Acknowledgment

I HEREBY CERTIFY that the above information written by me are true and correct to the best of my knowledge and belief. And further authorize PRC and other government agencies to investigate the authenticity of all the documents presented.	SUBSCRIBED AND SWORN to before me affiant exhibited to me the applicant's passport as indicated hereunder Passport Number: _____ Date of Issue: _____ Place of Issue: _____
	Place and Date of Acknowledgment: Notary Public
Signature of Applicant / Authorized Representative	
When and Where Prepared	

Assessment and Evaluation of Requirements for Issuance of Special Temporary Permit (FOR PRC PERSONNEL ONLY)

A. Special Temporary Permit Unit (International Affairs Division)

- Category A Foreign professionals applying for registration with or without examination under reciprocity or other international agreement.
- Category B Foreign professionals to practice a profession in the Philippines under reciprocity or other international agreements.
- Category C Foreign professionals who are to be engaged by the Government as Consultants in foreign-funded, joint venture, or foreign assisted projects
- Category D Foreign professionals who are to be employed by local and foreign private firms or institutions pursuant to law
- Category E Foreign health professionals for humanitarian mission for a limited period of time
- Category F Foreign Professionals under P.D. No. 541, "Allowing Former Filipino Professionals to Practice their Respective Professions in the Philippines"

General requirements applicable to all categories

1. [] Duly accomplished and notarized STP Application Form;
2. [] Photocopy of valid passport as proof of citizenship, identification of visa issued, proof of entry in the Philippines;
3. [] Professional liability insurance, whenever applicable and required by the professional regulatory law; and
4. [] Payment of prescribed fees .

Additional requirements for:

Category A

1. [] Duly **authenticated** copy of the international agreement or law of the state/country of the applicant showing that the requirements for registration or licensing from the country of origin are substantially the same as those required and contemplated by the laws of the Philippines, **with official English translation thereof, when necessary**; and
2. [] Duly **authenticated** official document issued by the appropriate government office/agency of the foreign country/state certifying that the applicant is a registered professional therein, **with official English translation thereof, when necessary**.

Category B

1. [] Duly **authenticated** copy of the international agreement or law of the state/country of the applicant showing that the requirements for registration or licensing from the country of origin are substantially the same as those required and contemplated by the laws of the Philippines, **with official English translation thereof, when necessary**; and
2. [] Duly **authenticated** official document issued by the appropriate government office/agency of the foreign country/state certifying that the applicant is a registered professional therein, **with official English translation thereof, when necessary**.

Category C

1. [] Copy of the Contract of Consultancy Services or a Memorandum of Agreement between the government agency and the foreign professional indicating the Terms of Reference, nature of consultancy, period, scope and project details. (In case of joint venture between two private entities, any of the parties thereto shall submit the application); and
2. [] Duly **authenticated** official document issued by the appropriate government office/agency of the foreign country/state certifying that the applicant is a registered professional therein, **with official English translation thereof, when necessary**.

Category D

1. [] Copy of the contract of employment, consultancy agreement or service contract including project details, scope of works, nature and duration of engagement of the foreign professional; and
2. [] Duly **authenticated** official document issued by the appropriate government office/agency of the foreign country/state certifying the applicant is a registered professional therein, **with official English translation thereof, when necessary**.

Category E

1. [] Letter request addressed to PRC/PRB for the issuance of Special Temporary Permit to the foreign professional for the conduct of humanitarian mission, with the undertaking that no fees will be charged. The letter must indicate the venue and the specific date of the humanitarian mission; and
2. [] Duly **authenticated** copy of the valid professional license/s issued in the country of origin, **with official English translation thereof, when necessary**.

Category F

1. [] Passport showing name, picture, citizenship and date of entry in the Philippines which must be within six (6) months before the filing of the application for renewal;
2. [] The original and photocopy of the previously issued Professional Identification Card;
3. [] Duly **authenticated** original and photocopy of **valid** License/Certificate of Registration/Permit in the adopted country, **with official English translation thereof, as applicable**; and
4. [] Four (4) Passport size ID pictures.

Processed by: _____ Verified by: _____ Date: _____
(Signature over printed name) (Signature over printed name)

B. ACTION TAKEN BY THE PROFESSIONAL REGULATORY BOARD OF/FOR _____

Board Resolution STP Certificate STP ID
 No. _____ Reg. No. _____ ID No. _____ Expiration Date: _____

Approved Disapproved Remarks: _____

Chairman

Vice Chairman

Date: _____