1.0 OBJECTIVES

1.1 In alignment with Universidad De Manila's mission to foster an inclusive and equitable learning environment, this Student Access Policy is established to promote and ensure equal opportunities for women at every stage of their academic journey—from application through participation—in all academic and extracurricular activities.

1.2 This policy reflects our commitment to upholding the right of women to fully access, engage, and thrive in higher education without barriers or discrimination.

2.0 SCOPE (COVERAGE OF PROCEDURE)

This policy applies to all prospective and current female students within Universidad De Manila, including those applying for admission, scholarship opportunities, research programs, and participation in extracurricular activities.

3.0 POLICIES

4.0 Equitable Admissions and Acceptance. Universidad De Manila shall ensure that women's applications are reviewed and assessed with full impartiality. Admissions policies and procedures will be designed to provide equal consideration and opportunity to all applicants, without bias toward gender.

5.0 Scholarship and Financial Support. Universidad De Manila will ensure that women have equal access to scholarships, grants, and other forms of financial assistance, with specific scholarships designated for women, particularly in areas where they are underrepresented. Information about financial aid opportunities will be transparently communicated to prospective female students.

6.0 Supportive Campus Environment. Recognizing the unique needs of women students, Universidad De Manila will maintain a campus environment that is supportive of their personal and academic development. This includes providing accessible counseling services, academic support, health services, and safe spaces that foster well-being and inclusion.

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11.0 PROCEDURES

12.0 The University Research, Extension, Linkages, and International Affairs (URELIA) in coordination with the colleges shall implement the guidelines and procedures in identifying the stakeholders by:

Responsibility	Activity
Admissions Office	Ensures equitable application review and pursues outreach initiatives for women, especially in underrepresented fields.
Office of Student Affairs	Oversees supportive campus environments and services catering to women's academic and personal needs.
Office of Gender and Development	Monitors women's participation, addresses gender concerns, develops empowerment programs, and ensures policy compliance.
Student Support Services	Manages counseling, financial aid, academic advising, and mentorship programs for women's success and retention.

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13.0 LIST OF FORMS

13.1 Student Access Policy Monitoring Form
13.2 Gender Equity Incident / Grievance Report Form
13.3 Women's Scholarship Application Form

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PREPARED BY:	APPROVED BY:		
NAME POSITION	NAME POSITION		

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