



MEMORANDUM NO. DHMA 15-010

TO: DEANS and HEADS OF ACADEMIC UNITS

FROM: ASST. PROF. DIOCEL HAROLD M. AQUINO
Coordinator, UPD NSTP Office

SUBJECT: INFORMATION ON THE ENROLMENT OF NSTP COURSES

DATE: JULY 7, 2015

Please refer to the following for information on the enrolment of NSTP courses

1. The National Service Training Program (NSTP) has three (3) components:
 - a. Civic Welfare Training Service (CWTS)
 - b. Literacy Training Service (LTS)
 - c. Reserve Officer Training Corps (ROTC)A student may opt to take any one of the aforementioned components.
2. Each component consists of **two 3-unit courses**, NSTP 1 and NSTP 2 (i.e. CWTS 1 and CWTS 2, LTS 1 and LTS 2, ROTC 1 and ROTC 2) that must **taken sequentially over the course of two semesters**.

A **6-unit integrated NSTP1-2 course** (i.e. CWTS 1-2, LTS 1-2, ROTC 1-2) may also be taken in lieu of the sequential NSTP 1 – NSTP 2 classes.
3. NSTP 1 must be taken prior to NSTP 2 (i.e. CWTS 1, LTS 1, ROTC 1 are prerequisites to CWTS 2, LTS 2, and ROTC 2 respectively)
4. NSTP 1 and NSTP 2 should be taken **under the same component** (i.e. CWTS 1 should be taken with CWTS 2, LTS 1 with LTS 2, and ROTC 1 with ROTC 2)
5. In addition, a student must take NSTP 2 **in the same college/unit** where he/she took NSTP 1.
6. NSTP classes completed in another university or constituent unit shall automatically be **credited without need for validation**.
7. NSTP is advised to be taken by students who are **at least in their sophomore year**.
8. All NSTP classes start with a **25-hour NSTP Common Module**, after the completion of which, the student may opt to transfer to another NSTP class or component. As such, all students are initially enlisted to a generic NSTP 1 class and a NSTP Common Module class.

After completing the Common Module Program, a student may undergo the Change of Matriculation procedure if he/she intends to transfer to another NSTP class or component.

Students who choose to remain in the NSTP class they initially enlisted in are redistributed to the actual NSTP component course (CWTS 1, LTS 1, ROTC 1). **The redistribution process is facilitated by the unit hosting the class.**

For further inquiries, please contact us at local 2588 or send your queries to updnstp@gmail.com.

For your information and guidance.

Sustaining the passion to serve the nation and the people.