



PHILIPPINE LAW SCHOOL ADMISSION TEST

# PhiLSAT

**BULLETIN OF INFORMATION**



Center for  
Educational  
Measurement, Inc.

# CONTENTS

<b>PART 1. ABOUT PhiLSAT</b> .....	3
Brief Description of the Test .....	3
Test Results .....	4
Release of Test Results: Electronic Copy .....	4
Release of Test Results: Certificate of Eligibility/Grades.....	4
Request for Duplicate Copies .....	5
Distribution of Master List of Test Results .....	5
Rechecking of Answer Sheets .....	5
<b>PART 2. ONLINE REGISTRATION</b> .....	5
Eligibility.....	5
Requirements.....	6
Procedure.....	6
Editing of PhiLSAT ID Form .....	7
Disclosure of Personal Information .....	7
Testing Fee.....	7
Payment Procedure .....	7
Credit Card Payment.....	8
Bank Payment .....	8
Cancellation of Test .....	8
<b>PART 3. TEST DAY INSTRUCTIONS</b> .....	9
What to Bring.....	9
What to Wear .....	9
What to Expect .....	10
General Instructions .....	10
Rules to Follow.....	10
Prohibited Items .....	10
Prohibited Behavior .....	11
<b>PART 4. EXAMINEE AGREEMENT</b> .....	12
Terms and Conditions for Taking the PhiLSAT.....	12
Data Privacy Policy.....	13
<b>PART 5. TESTING ACCOMODATIONS</b> .....	16
<b>APPENDIX (PhiLSAT CERTIFICATION FORM)</b> .....	17

This Bulletin of Information (BOI) is the official policy and procedure guide to the PhiLSAT. This will guide you in preparing to take the test and provide you the necessary information for a smooth registration and a comfortable testing experience. *Contents of this Bulletin may be subject to change without prior notice.*

## **PART 1. ABOUT PHILSAT**

---

The Philippine Law School Admission Test (PhiLSAT) is a standardized test designed to measure academic potential for success in the study of law.

Pursuant to the power of the Legal Education Board (LEB) to prescribe the minimum standards for law admission under Section 7(e) of Republic Act No. 7662, entitled the “Legal Education Reform Act of 1993,” the LEB, under LEB Memorandum Order No. 7 Series of 2016, required the PhiLSAT as a prerequisite for admission to the basic law courses leading to either a Bachelor of Laws or Juris Doctor degree beginning school year 2017 - 2018.

The Center for Educational Measurement, Inc. (CEM) has been accredited to manage the affairs and activities related to the operation of the PhiLSAT. With CEM’s experience as an educational testing agency, it was commissioned to develop the PhiLSAT, ensure the reliability and validity of the test, and uphold the confidentiality of results and integrity of its administration.

### ***Brief Description of the Test***

The PhiLSAT consists of subtests on communications and language proficiency, critical thinking skills, and verbal and quantitative reasoning.

**COMMUNICATION AND LANGUAGE PROFICIENCY.** This subtest measures the ability to recognize grammar and usage errors and determine the appropriateness of words and phrases in given sentences. This subtest consists of three question types— identifying sentence error, sentence completion, and improving sentences.

**CRITICAL THINKING.** This subtest measures the ability to analyze and evaluate reasoning in written materials and to draw conclusions about given propositions. This subtest consists of two question types—logical reasoning and analytical reasoning.

**VERBAL REASONING.** This subtest measures the ability to understand written materials and make conclusions based on their content. This subtest consists of reading passages followed by questions about the passage.

**QUANTITATIVE REASONING.** This subtest measures the ability to apply basic mathematical skills to the analysis and interpretation of real-world numerical information to draw conclusions. This subtest consists of three question types—pattern recognition, data sufficiency, and data interpretation. The items in this subtest involve basic mathematical concepts and the four fundamental operations—addition, subtraction, multiplication, and division. The items do not require difficult computations hence the use of a calculator is not needed. Some questions can be answered more quickly by reasoning and estimating.

Table 1. Overview of the PhiLSAT

Subtest	Item Type	No. of Items	Recommended Time Allotment
Communication and Language Proficiency	Identifying Sentence Error Sentence Completion Improving Sentences	50	50 minutes
Critical Thinking	Logical Reasoning Analytical Reasoning	50	65 minutes
Verbal Reasoning	Reading Comprehension	50	60 minutes
Quantitative Reasoning	Pattern Recognition Data Sufficiency Data Interpretation	50	65 minutes
Time Limit*			4 hours

\*Time limit starts when the signal to begin the test is given. It does not include time spent on preliminary activities, giving directions, and distribution of materials.

**The CEM is NOT affiliated with, and does NOT endorse enrollment to, any professional review school or any law school in the Philippines. Please immediately inform the CEM management of incidents involving any institution(s) and/or person(s) particularly those previously or currently connected with CEM as officers and employees, or as site coordinators for the PhiLSAT, making pronouncements or claims contrary to the above. You may e-mail the PhiLSAT Secretariat at [philsat@cem-inc.org.ph](mailto:philsat@cem-inc.org.ph).**

## ***Test Results***

The test scores are reported through electronic/online and printed copies of the Certificate of Eligibility (COE) and the Master List of Test Results (MLTR).

### **Release of Test Results: Electronic Copy**

An electronic copy of your test results is available after **twenty-one (21) days** from the test date. You may click on the link for Test Results under the Online Options on the CEM website to view and/or download. The electronic copy is NOT valid for admission purposes. It is only meant to help you understand your scores so you can decide to which Philippine law schools to apply and whether or not you will retake the test.

### **Release of Test Results: Certificate of Eligibility/Certificate of Grades**

Your PhiLSAT score will be printed in the Certificate of Eligibility (COE) if you pass. The original three copies of the COE will be mailed to the mailing address indicated on the PhiLSAT ID Form **forty-five (45) days** after the test date. On the other hand, if you score below the passing score your Certificate of Grades (COG) will no longer be printed, rather it will be sent through e-mail.

**CEM contracts an independent courier service provider to transmit the COEs. Delivery time normally takes two to three days but may vary depending on the area. CEM is NOT responsible for any claims for damages due to delayed delivery of your COE for any reason. If you have not received your COE a week after the scheduled release, you may contact the PhiLSAT Secretariat.**

To maintain confidentiality, the COE is given only to the examinee or to an authorized representative. If you will personally pick up your COE, you must present a valid ID. If your authorized representative will request and/or pick up your COE, the following documents should be presented:

1. Your signed authorization letter
2. Photocopy of your valid ID
3. Valid ID of your representative

**Requests to disclose an individual's scores, over the phone or via e-mail, will NOT be entertained.**

### **Request for Duplicate Copies**

In case you need a second set of the COE, you may file a written request. A minimal retrieval fee is charged for every copy of the COE. The identification requirements are as stated above.

### **Distribution of Master List of Test Results**

To safeguard the authenticity of the results, your score will also appear on the Master List of Test Results (MLTR) which will be sent to the Legal Education Board (LEB) and all Philippine law schools. They must refer only to the MLTR for official PhiLSAT scores.

### **Rechecking of Answer Sheets**

The CEM does not entertain rechecking of PhiLSAT answer sheets. The results contained in the COE and in the PhiLSAT Master List of Test Results are official and are guaranteed free of discrepancies.

## **PART 2. ONLINE REGISTRATION**

---

### ***Eligibility***

You are qualified to take the PhiLSAT if you are a:

1. GRADUATE of a 4-year bachelor's degree program, or its equivalent, from a duly recognized higher education institution in the Philippines
2. GRADUATING STUDENT of a 4-year bachelor's degree program, or its equivalent, from a duly recognized higher education institution in the Philippines at the end of the school year when the PhiLSAT is administered
3. GRADUATE from a foreign higher education institution with a degree equivalent to a 4-year bachelor's degree as certified by the Commission on Higher Education

A qualified examinee may take the PhiLSAT for as many times as he/she wants, without any limit (*LEBMO No. 7, Qualified examinees*).

Honor graduates granted professional civil service eligibility pursuant to Presidential Decree No. 907 who are enrolling within two (2) years from their college graduation are exempted from taking and passing the PhiLSAT for purposes of admission to the basic law course (*LEBMO No. 7, Exemption*). **Application for exemption shall be filed directly with the LEB.**

Note: A foreign national who wishes to study law in the Philippines is allowed to do so but only a Filipino citizen can take the bar examinations. (*Rule 138, ATTORNEYS AND ADMISSION TO BAR. Section 2. Requirements for all applicants for admission to the bar. — Every applicant for admission as a member of the bar must be a citizen of the Philippines, at least twenty-one years of age, of good moral character, and resident of the Philippines; and must produce before the Supreme Court satisfactory evidence of good moral character, and that no charges against him, involving moral turpitude, have been filed or are pending in any court in the Philippines.* ([http://www.lawphil.net/courts/rules/rc\\_138\\_bar.html](http://www.lawphil.net/courts/rules/rc_138_bar.html))

## **Requirements**

Ensure that you have the following before you register:

1. A valid **e-mail account** that you will use for your online application
2. An **unretouched digital photo** that meets the following specifications:
  - Must be 2" x 2", colored, with white background
  - The height of the head (top of hair to bottom of chin) should measure 1 inch to 1 3/8 inches (25 mm - 35 mm)
  - Taken within the last six (6) months to reflect your current appearance
  - The image pixel dimensions must be in a square aspect ratio (i.e., the height must be equal to the width). Minimum acceptable dimensions are 600 x 600 pixels.
  - The file size must be less than or equal to 2 MB
  - Must be in JPG or PNG file format
  - NO "selfies" or improper poses

Your digital photo will appear on your PhiLSAT Identification (ID) Form, Examination Pass, and on your Certificate of Eligibility (COE).

3. A **valid passport**, particularly for applicants from foreign countries

## **Procedure**

1. Accomplish the registration form online. Fill out the required fields in the form. Make sure that all information entered is true and correct. **You are responsible for ensuring that your contact information is correct and current at all times.**
2. Proceed with accomplishing the Student Information Questionnaire (SIQ).
3. Choose your preferred mode of payment — either by credit card or by bank payment. Applicants who register from abroad can only pay through credit card.

4. Check your e-mail account — inbox and spam mailbox — for your PhiLSAT Identification (ID) Form and a confirmation of your payment if you paid by credit card. Download and print a copy of your PhiLSAT ID Form. You will need to submit it on the test day.
5. If you need to change some or all the information given on this form, follow the instructions below.

Information entered will only be saved upon completion of the registration process. In case you fail to complete registration, simply log in to your account and provide all required information again to finish the process.

### **Editing of PhiLSAT ID Form**

Editing of PhiLSAT ID can only be done during the registration period. Follow these steps:

1. Click the Edit Registration link under the Online Options on the CEM website and proceed accordingly. **This option is automatically disabled once the registration period is over.**
2. If changes have been made successfully, you will receive a new PhiLSAT ID Form. Discard immediately your old PhiLSAT ID Form. Print the updated version. You shall submit it on the test day.

### ***Disclosure of Personal Information***

Personal information is collected during registration process. You will be asked to consider submitting personal information and your PhiLSAT score for some law schools' recruitment program. The option to participate in a law school's recruitment program is only available during registration. You will be asked to accept or decline this offer.

### ***Testing Fee***

The PhiLSAT Testing Fee of PhP1,000.00 covers the development, updating, maintaining, and deployment of the online registration system and the costs of test development, application form processing, test administration, processing and scoring of answer sheets, and the printing and delivery of test results.

**The Testing Fee is non-refundable.** Failure to take or complete the test on the scheduled test date under any circumstances totally forfeits your PhiLSAT Testing Fee.

### ***Payment Procedure***

**You can pay online using a credit card or go through an over-the-counter transaction at the bank. Payment should be made on or before the deadline for registration. If you have any concern about your payment, you may contact the PhiLSAT Secretariat.** Please note that you are NOT completely registered or fully qualified to take the PhiLSAT if you have NOT paid the PhiLSAT testing fee even if you have already downloaded, printed, and accomplished your PhiLSAT ID Form.

## Credit Card Payment

Major credit cards are accepted and processed by SecurePay. As soon as credit card payment is completed online, you will immediately receive a payment confirmation e-mail together with your PhiLSAT ID Form.

## Bank Payment

Bank payments can be made in all **Bank of the Philippine Islands (BPI)** branches nationwide. **Only cash and full payment of Php1,000.00 is accepted.** BPI may collect Php30.00 to Php50.00 as additional service charge.

A Bank Reference Number appears on your PhiLSAT ID Form. Bring this form with you to the nearest BPI branch and fill out a deposit/payment slip with the following details:

Account Name/Merchant's Name .....	<b>Center for Educational Measurement, Inc. (CEM)</b>
CEM's BPI Account Number .....	<b>1881-0450-24</b>
Policy/Plan/Reference No. ....	<i>(Bank Reference Number indicated on the top left portion of your PhiLSAT ID Form)</i>
Policy/Planholder's Name .....	<i>(your full name as written on your PhiLSAT ID Form)</i>

Present the deposit/payment slip to the bank teller together with your payment. Keep the Client's Copy of the deposit/payment slip for reference or verification purposes.

You shall receive your payment confirmation e-mail within two (2) business days.

You shall receive the CEM Official Receipt (OR) on the day of the test.

You should also visit the PhiLSAT Online website and download your PhiLSAT Examination Pass to view your room assignment two (2) weeks before the test date. You should bring the Examination Pass on the test day.

**Please take note that review centers or any other agencies are NOT authorized to collect or accept, in behalf of CEM, any PhiLSAT testing fee from PhiLSAT applicants. Any untoward incident arising from your dealings with them is solely your responsibility.**

## ***Cancellation of Test***

In case the PhiLSAT cannot be administered on the date announced because of fortuitous events, a postponement will be necessary and the new schedule will be announced a week later.



## PART 3. TEST DAY INSTRUCTIONS

---

Knowing in advance what to expect at the **Test Site** helps you to be more confident and comfortable on test day.

### ***What to Bring***

If you are a **first time** PhiLSAT taker or a **retaker who did NOT submit complete documents on your previous take**, bring the following documents when you report to the test site on the day of the test:

- PhiLSAT Identification (ID) Form which must bear your signature
- If you are already a COLLEGE GRADUATE: Original or Certified True Copy of your Transcript of Records (TOR) or an official Certification issued by the College/University Registrar that you are a COLLEGE GRADUATE (with details of bachelor's degree received, year of graduation, and name and address of degree-granting institution)
- If you are a GRADUATING COLLEGE STUDENT: Official Certification issued by the College/University Registrar, using the PhiLSAT Certification Form, that you are either a GRADUATING STUDENT or ON YOUR FINAL/LAST YEAR OF STUDIES (The form needs to be filled out with your name, semester, school year, date and place of issue, printed name and signature of the College/University Registrar. It must bear the official seal of the college/university. The form is available on the last page of this bulletin and can be downloaded from the website.)
- Valid School or Government-issued ID (e.g., Driver's License, Passport, PRC ID, etc.)
- Examination Pass (to be downloaded from the PhiLSAT Online Registration website two weeks before the day of the test)

*Your valid ID will be verified at the test site. The photo on your ID must be recognizable as you. ID verification may include signature comparison and photographing to ensure that you are who you say you are.*

### Other materials needed:

- Pencils (No. 2 or HB) with/and erasers
- **TRANSPARENT PLASTIC ENVELOPE or TRANSPARENT BAG** for personal valuables and other allowed items

### ***What to Wear***

Dress comfortably and be prepared for varying room temperatures. You may find the testing room colder or warmer than you expected as energy-saving practices vary widely among testing sites.

## ***What to Expect***

There are pre-administration and post administration security procedures. This will extend your stay in the testing room for around fifteen (15) minutes after the time limit. Thus, you may be dismissed from the testing room at around 12:15 p.m.

Friends or relatives who accompany you to the test site will NOT be permitted to be in contact with you while you are taking the test.

## ***General Instructions***

1. Report to the Test Site before 7:00 a.m. Be inside your testing room as early as 7:15 a.m. Only applicants who are properly registered with the CEM will be admitted at the test site.
2. Attend to your personal needs before the start of the examination. No one will be allowed to go out of the testing room while the examination is ongoing.
3. You must answer the whole test in order to receive a score. If you decide to discontinue testing, accomplish a waiver wherein you waive the reporting and release of your PhiLSAT scores. Your answer sheet will NOT be processed and NO official PhiLSAT results will be released.

## ***Rules to Follow***

1. Cellular phones and other electronic gadgets shall NOT be used while inside the testing room. These gadgets should be switched off and placed inside a TRANSPARENT envelope/bag.
2. You will be required to place your transparent envelope/bag containing all personal things in front of the room, except for your pencils and eraser.
3. You will be assigned a seat and must occupy the same seat for the duration of the test.
4. No one is allowed to leave the room earlier than the rest.
5. Always put your answer sheet on top of the armchair when taking the test.
6. The CEM Watcher will keep the official time.
7. Cheating in any manner or form, will automatically invalidate the test results. If you are caught cheating, you will be dismissed from the testing room. Your answer sheet will NOT be processed and your test fee will be totally forfeited. The Legal Education Board (LEB) may also decide to impose additional penalties if necessary and as deemed appropriate to the offense.

## ***Prohibited Items***

1. Electronic devices (i.e., tablets, smart watches)
2. Recording or photographic devices (i.e., voice recorders, translators, cameras)
3. Listening devices and media players (i.e., iPods, MP3/4 players)

4. Calculators of any kind
5. Books, dictionaries, printed materials of any kind, blank sheet(s) of paper, etc.
6. **BAGS OF ANY KIND** (i.e. ladies bag, shoulder bags, attache case, backpacks, opaque pouches/cases, etc.)

### ***Prohibited Behavior***

1. Possession or use of prohibited items inside the testing room. These include, among others, books, notes, review materials, and other printed materials; calculators, cellular phones, laptop computers, smart watches, or other similar devices.
2. Accepting or receiving anything, including food or drinks, from any person while the examination is in progress
3. Loitering, talking, or discussing your answers inside the room or along the corridor while the examination is in progress and during lunch break
4. Taking the test booklets(s), or pages thereof, out of the testing room, as well as copying, and/or divulging or making known the nature or content of any examination question or answer to any individual or entity
5. Failure to follow the CEM Watcher's instructions after being warned
6. Destruction of test site property
7. Verbally or physically harassing or threatening any PhiLSAT staff or another examinee
8. Being under the influence of alcohol or illegal drugs
9. Cheating that is depicted by, but NOT limited to, the following:
  - a. Looking, glancing or copying from the work of other examinees (with or without permission)
  - b. Allowing an examinee to look at or copy one's answers
  - c. Collaborating with one or more examinees when the requirement is that examinees shall work independently
  - d. Using prohibited examination reference materials
  - e. Possessing cheat sheet or any written answers on any body part (palm, hand, arm, thigh, etc.), piece of paper, glued in text/sheets of paper of academic relevance, etc.
  - f. Exchanging answers verbally or through the use of any electronic device
  - g. Obtaining test booklet and answer keys beforehand and during the test
  - h. Answering the test after the time to stop has been called

**Anyone caught violating any of these rules will be disqualified from taking the test.**

## **PART 4. EXAMINEE AGREEMENT**

---

Before you register for the PhiLSAT, you must have downloaded and read the PhiLSAT Bulletin of Information (BOI). The BOI is the official policy and procedure guide to the PhiLSAT. In addition to adhering to the policies contained in the BOI, when you register for the test you will be asked to accept the PhiLSAT Examinee Agreement. The PhiLSAT Examinee Agreement aims to promote a thorough understanding of the PhiLSAT testing policies and procedures, maintain a fair and secure testing process, and obtain informed consent to the terms of the PhiLSAT data privacy policy. It consists of several online screens that reiterate the main provisions of the BOI on the following:

- Eligibility and registration requirements
- Digital photo requirements
- Payment
- Test day instructions
- Prohibited items and behavior on test day
- Terms and conditions for taking the PhiLSAT
- Data privacy policy

The succeeding three online screens of the PhiLSAT Examinee Agreement sets forth terms under which you agree to register and take the PhiLSAT, including, but not limited to, a prohibition on discussion or disclosure of test content. If you do not agree to these terms, you will not be permitted to register for the PhiLSAT.

The next section contains the PhiLSAT data privacy policy. You will be asked for your consent to share your personal data and to indicate your agreement to the terms of this policy.

### ***Terms and Conditions for Taking the PhiLSAT***

As a PhiLSAT examinee and an applicant for admission to any Philippine law school, you must accept the following terms and conditions as stated:

1. I certify that I will take the PhiLSAT for the purpose of applying to a Philippine law school and not for any other reason.
2. I understand that I will be assigned a seat and must occupy the same seat for the duration of the test.
3. I understand that all answers must be recorded on the PhiLSAT answer sheet using a pencil. At the end of the test I will be required to return all test materials to the Watcher.
4. In pursuit of test fairness among all examinees, I understand that it is my responsibility as PhiLSAT taker to report all instances of suspected cheating on the part of any test taker.
5. I have read and will comply with the terms set forth in the PhiLSAT BOI, including, but not limited to, the rules and regulations concerning test-day procedures, the ban on bringing review materials or other prohibited information or items into the assigned building and testing room, and other prohibited behavior before, during, or after the test administration.

6. I am aware that the PhiLSAT is confidential and that its contents will be disclosed to me only on the day of the test.
7. I have been informed that the PhiLSAT and the questions therein are copyrighted and are protected by Philippine and international copyright and trade secret laws.
8. I agree that I will not discuss or disclose the PhiLSAT content orally, in writing, on the internet, or through any other medium.
9. I agree that I will not copy, reproduce, adapt, disclose, or transmit test items, in whole or in part, or assist anyone else in doing the same.
10. I further agree that I will not reconstruct test content from memory, by dictation, or by any other means, for the purpose of sharing that information with any other individual or entity.
11. I understand that prohibited acts related to confidentiality include, but are not limited to: describing questions, passages, or graphics from the test; identifying terms or concepts contained in test items; sharing answers to questions; referring others to information I saw on the test; reconstructing a list of topics on the test; and discussing test items, answers, passages, graphics, or topics on social media or through other means.
12. I understand and agree that any alleged violation of this Examinee Agreement or any alleged activity that may compromise the validity, integrity, or security of the PhiLSAT will be investigated.
13. I also understand and agree that if I provide false information, violate the terms of this Examinee Agreement, any other terms or conditions stated in this PhiLSAT BOI, or any test site rules and regulations, engage in any activity that may compromise the validity, integrity, or security of the PhiLSAT, or fail to fully cooperate in any investigation of a violation of the Examinee Agreement or the terms and conditions on this PhiLSAT BOI, including a post-test identity verification:
  - That CEM may issue a report of the factual findings of the investigation to legitimately interested parties;
  - That my PhiLSAT answer sheet may NOT be processed and NO official test results may be issued; and
  - That I may be banned from taking the PhiLSAT.

## ***Data Privacy Policy***

Pursuant to our responsibilities under Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012, the Legal Education Board and the Center for Educational Measurement (CEM) affirm your right to privacy of your personal data, particularly in relation to your application to take the Philippine Law School Admission Test (PhiLSAT) and to apply to law school. This right extends both to processed information as well as to the raw data upon which processed information is based.

This data privacy policy (“Privacy Policy”) describes our practices regarding the collection, storage, protection, and use of your personal data.

## **Scope and Consent**

By using the PhiLSAT Online Registration System and providing your personal data in connection with your application to take the PhiLSAT, you accept the practices described in this data privacy policy and consent to the collection and use of this information by LEB and CEM. By registering online, you explicitly authorize:

- CEM, its employees, and third-party service providers, to use your personal data for purposes of providing services to you or for other reasonable purposes which are related to the services it provides or improvements / upgrades in its systems and business processes, including but not limited to test administration, scoring, and release / delivery of test results.
- CEM to share / release your personal data (name and test results) to Philippine law schools as a way to authenticate test results and safeguard against falsification of the former.
- LEB and CEM to use your personal data for research and statistical purposes.

LEB and CEM reserve the right to make changes to this Privacy Policy at any time. Any changes will be posted on this page.

## **Collected Information**

The information to be collected consists of information that you voluntarily provide to us when you register to take the PhiLSAT. This includes personally identifying information such as your (1) personal contact information, (2) educational background, (3) demographic information, (4) account login information, and (5) credit card information, as well as (6) technical computer information, (7) website usage information, and (8) social network information (“personal data”).

## **Storage and Protection of Collected Information**

The personal data obtained through this website is entered and stored within the CEM’s authorized information and communications system, and will be accessed only by LEB and CEM authorized personnel. Reasonable physical and technical safeguards are used to secure your personal data from unauthorized access, use, or disclosure.

## **Sharing and Use of Collected Information**

Your personal data is collected primarily for the purpose of (1) providing you with PhiLSAT test registration services, (2) enabling billing and shipping, (3) ensuring your safety and convenience during the testing process, (4) processing, reporting, and disseminating of test results for admission, research, and scholarship purposes, (5) generating relevant statistics for educational purposes, (6) profiling, historical, and statistical purposes, and (7) for systems administration and troubleshooting purposes.

Your contact information (email address and phone number/s) may be shared with law schools who may invite you to enroll in their school, and/or offer scholarship grants, unless you withhold consent thereto.

**I do not want my contact information (email address and phone number/s) to be shared with law schools for recruitment or scholarship purposes.**

Your personal data may be shared with law schools, the Supreme Court, potential funders, and other relevant stakeholders, for the other purposes stated above, unless you withhold consent thereto.

**I do not want my personal data to be shared with law schools, the Supreme Court, potential funders, and other relevant stakeholders for the purposes stated above.**

## **Retention and Confidentiality of Collected Information**

PhiLSAT scores are the property of the LEB and CEM and are to be kept indefinitely for historical, statistical, and educational purposes. The appropriate organizational, physical, and technical security measures will be used to secure your personal data from unauthorized access, use, or disclosure.

## **Your Rights**

Pursuant to the Data Privacy Act, you have the following rights:

- The right to privacy;
- The right to be informed of the processing of your personal data;
- The right to be informed of any data breach;
- The right to access your personal data, to rectify the same, and to erasure or blocking of such information upon reasonable request;
- The right to object to further processing;
- The right to lodge a complaint before the National Privacy Commission; and
- The right to damages when appropriate.

## **Contact Information**

If you have any questions or clarifications regarding this Privacy Policy, you may contact Atty. Marian Camille E. Chavez of the Legal Education Board at [mcchavez@leb.gov.ph](mailto:mcchavez@leb.gov.ph).

## **CONSENT AGREEMENT**

**I hereby agree with the terms and conditions of the Privacy Policy.**

## **PART 5. TESTING ACCOMMODATIONS**

---

CEM understands the needs of persons with medical condition or disabilities who intend to take the PhiLSAT. We want to provide reasonable accommodations for purposes of managing the test administration without compromising the purpose of the test.

If you are a person with medical condition (e.g. pregnant) or a PWD (person with disability) card-bearing person, you must indicate it when you register online. This will allow CEM to make special arrangement(s) that fit your needs subject to LEB's approval. LEB may also require the submission of supporting documents in relation to your condition (e.g. valid PWD ID card, medical certificate).

*Please contact CEM if you have questions on the content of this Bulletin of Information (BOI).*  
<https://www.cem-inc.org.ph/philsat/contact-us>

Copyright © 2018 by the Center for Educational Measurement, Inc. All Rights Reserved.

No part of the content of this bulletin may be reproduced in any form or by any means, including electronic storage, reproduction, execution or transmission.



To: **THE LEGAL EDUCATION BOARD**  
Ground Floor, Red Cross Building  
CP Garcia Avenue, Diliman, Quezon City 1101

CERTIFICATION

This is to certify that Mr./Ms. \_\_\_\_\_ is currently enrolled in this higher education institution this \_\_\_\_ Semester of AY/SY \_\_\_\_\_, and is:

(Please check applicable choice)

a graduating student

on the final/last year of studies

This certification is issued for purposes of the Philippine Law School Admission Test (PhiLSAT).

Issued on \_\_\_\_\_, in \_\_\_\_\_.

\_\_\_\_\_  
College/University Registrar

Official Seal: