



# Professional Regulation Commission

## APPLICATION FOR AUTHORITY TO PRACTICE (Non - Filipino citizen)

### International Affairs Office Regional Office: \_\_\_\_\_

**INSTRUCTION:**

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

Profession: \_\_\_\_\_

- New application  
 Renewal

Passport Size ID

Picture of the  
Applicant with  
**COMPLETE NAME**  
Tag in plain  
white background

**Categories:****For permanent practice:**

- Category A1 Foreign professionals applying for registration with examination  
 Category A2 Foreign professionals applying for registration without examination

**For temporary practice:**

- Category B Foreign professionals to practice a profession in the Philippines under reciprocity or other international agreements (Architecture, Agriculture, Agricultural and Biosystems Engineering, Environmental Planning, Fisheries, Geodetic Engineering, Landscape Architecture, Radiologic Technology)  
 Category C Foreign professionals who are to be engaged as consultants in foreign-funded, joint venture or foreign assisted projects of the government  
 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 or medical/surgical or dental mission for a limited period of time

**Part I – Personal Data**

Surname:	Given Name:	Middle Name:
Citizenship:		Gender:
Country of origin:		Philippine Mailing Address:
Contact number and/or E-mail Address:		
Name of Sponsoring Group / Company / Institution in the Philippines: (If Applicable)		Address:
Contact number and/or E-mail Address:		

- a. Have you ever been formally charged?  NO  YES  
b. Have you ever been guilty of any administrative offense?  NO  YES  
c. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?  NO  YES

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

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

Title of License	Place of Practice	Issuing Agency	License / Certification Number	Date Issued	Validity

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

Name of Employer	Address	Contact Details	Position Held	Date of Service

**Part V- Acknowledgment**

I HEREBY CERTIFY that the above information supplied 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. Further, I am agreeing to the PRC Privacy Notice and giving my consent to the collection and processing of my personal data in accordance thereto.

\_\_\_\_\_  
Signature over printed name of Applicant / Authorized Representative

\_\_\_\_\_  
Date Accomplished

## Assessment and Evaluation of requirements

### REQUEST FOR AN AUTHORITY TO PRACTICE

#### General requirements:

- 1. Duly accomplished Application Form for Authority to Practice (available at the [www.prc.gov.ph](http://www.prc.gov.ph) under the Special Temporary Permits of the International Affairs)
- 2. Photocopy of valid passport as proof of citizenship
- 3. An official document showing that the applicant is a registered and licensed professional in such foreign state or any equivalent document including Certificate/s of training/competency in the discipline of area of specialization for which the foreign professional is to be engaged in the Philippines with official English translation thereof where necessary. ***All official documents that are issued abroad must be authenticated (NOT acknowledged) by the Philippine Embassy/Consulate/Legation in the state or country where the same was issued.***

**Note: The validity/expiration date must be reflected on the license or certificate. In the absence of the expiration date, an updated Certificate of Good (Professional) Standing should be submitted, as well.**

- 4. At least one (1) Filipino Professional counterpart/understudy for every foreign professional whose services will be engaged in the Philippines to be indicated in the letter request to PRC/PRB with photocopy of current PRC Professional I.D. Card (except for Electronics Engineering: at least two (2) Filipino electronics engineer understudies for every foreign professional. For Geodetic Engineering: The understudy must be a member in good standing of the A.P.O. For Interior Design: The understudy must be in continuous practice of interior design for at least ten (10) years). In Category E, at least one (1) Filipino professional counterpart/understudy per professional group. However, with regard to Respiratory Therapy and Nutrition and Dietetics, instead of providing a local counterpart in Category E, the applicant must submit names of officers or representatives of local sponsoring organization or institutions. (Not applicable to Categories A1 and A2)
- 5. Two (2) pieces passport size I.D. picture with complete name tag in white background
- 6. Other requirements as may be prescribed by the PRB concerned.
- 7. **In case of STP renewal**, a report detailing the accomplishments of the foreign professional for the period covered by the STP previously issued to him/her shall be submitted to the PRC/PRB concerned thru IAO (not applicable to Categories A1 and A2)

**Note: For group applications, documentary requirements should be segregated and submitted per profession.**

#### Category-specific requirements

##### **Category A1**

- 1. A letter or any document signed by and under the official seal of the appropriate official of the foreign state or country requesting the Board Chairperson concerned to allow the foreign applicant to take the licensure examination and that by express provision of the law of the foreign state or country or international agreement to which the applicant's state or country is a signatory, the citizens of the Philippines are allowed to take the licensure examination and to register as a professional in such foreign state or country
- 2. An official copy of the foreign law or international agreement as proof of reciprocity for the practice of profession, officially translated in the English Language, if applicable. ***All official documents that are issued abroad must be authenticated (NOT acknowledged) by the Philippine Embassy/Consulate/Legation in the state or country where the same was issued.***
- 3. Original or certified true copy of the transcript of records or equivalent document of the course for the licensure examination issued by the institution of higher learning where the foreign applicant graduated (The documents must also be certified by the Commission on Higher Education (CHED) to be equivalent to the pertinent course accredited/recognized in the Philippines.)

##### **Category A2**

- 1. A letter or any document signed by and under the official seal of the appropriate official of the foreign state or country requesting the Board Chairperson concerned to allow the foreign applicant to register without examination pursuant to the provisions of the applicable regulatory law, coupled with a declaration/statement that the requirements for the registration and licensing of professionals in such foreign state or country are substantially the same as those provided for under Philippine laws
- 2. An official copy of the foreign law or international agreement as proof of reciprocity for the practice of profession, officially translated in the English Language. ***All official documents that are issued abroad must be authenticated (NOT acknowledged) by the Philippine Embassy/Consulate/Legation in the state or country where the same was issued.***

##### **Category B**

- 1. Letter request to PRC/PRB requesting for the issuance of STP to the foreign professional indicating the date and venue of the undertaking
- 2. An official copy of the foreign law or international agreement to which the Philippines and the foreign state or country are both signatories establishing reciprocity for the practice of the profession, officially translated in the English language. ***All official documents that are issued abroad must be authenticated (NOT acknowledged) by the Philippine Embassy/Consulate/Legation in the state or country where the same was issued.***
- 3. Professional liability insurance issued in the Philippines, whenever applicable and required by the professional regulatory law (e.g. Architecture)
- 4. A copy of Contract of Employment of Services, or Memorandum of Agreement indicating the terms of reference, nature of engagement, scope, duration and other project or contract details

##### **Category C**

- 1. Letter request addressed to PRC/PRB requesting for the issuance of the STP to the foreign professional to be engaged as a consultant in foreign-funded, joint venture or foreign-assisted projects of the government indicating the date and venue of the undertaking
- 2. A copy of the Contract of Employment or Services, or Memorandum of Agreement between the government agency and the foreign professional, indicating the terms of reference, nature of engagement, scope, duration and other project or contract details

##### **Category D**

- 1. Letter request addressed to PRC/PRB requesting for the issuance of the STP to the foreign professional to be employed by the Philippine or foreign private firms or institutions indicating the date and venue of the undertaking
- 2. A copy of the Contract of Employment or Services, or Memorandum of Agreement between the private firm or institution and the foreign professional, indicating the terms of reference, nature of engagement, scope, duration and other project or contract details

##### **Category E**

- 1. Letter request to PRC/PRB requesting for the issuance of STP to the foreign professional for the conduct of humanitarian or medical/surgical or dental indicating the date and venue of the mission

## APPLICATION FOR AUTHORITY TO PRACTICE (NON-FILIPINO CITIZEN)

### Profession-specific requirements for Categories B, C and D:

- Accountancy, Optometry, Respiratory Therapy**  
A certification issued by the Accredited Integrated Professional Organization stating that the services of the foreign professional are essential for the development and advancement of the profession in the Philippines.
- Aeronautical Engineering**  
A certification issued by the Accredited Integrated Professional Organization stating that the employment or engagement of the foreign professional will not jeopardize any Filipino Aeronautical Engineer.
- Customs Brokers, Nutrition-Dietetics, Real Estate Services**  
A certification issued by the Accredited Integrated Professional Organization stating that the services of the foreign professional are urgently needed due to the absence or inadequacy of Filipino professional for the promotion or enhancement of the profession in the Philippines.
- Electrical Engineering, Electronics Engineering, Naval Architecture**  
A certification issued by the Accredited Integrated Professional Organization stating that no qualified Filipino is available for the work or undertaking that the foreign professional is being hired or commissioned for.
- Foresters, Guidance and Counseling, Pharmacy**  
A certification issued by the Accredited Integrated Professional Organization stating that the services of the foreign professional are urgently needed and importantly necessary due to lack or inadequacy of available Filipino specialist/experts for the purpose of Advancement or promoting or securing the practice of profession.
- Agricultural and Biosystems Engineering, Landscape Architecture**  
A certification issued by the Accredited Integrated Professional Organization stating that the expertise of foreign professional is necessary and advantageous to the Philippines on the aspect of transfer of technology and specialization.
- Mechanical Engineering**  
Those who may be granted STPs are the following: foreign mechanical engineers, installation, commission or graduate engineers called in for consultation of for a specific design or installation project not requiring more than three (3) months residence in the Philippines within a twelve (12) month period; and foreign mechanical engineers who are employed as technical officer, training officers or consultants in special branches of mechanical engineering. In the latter case, the following must be submitted: (a) a certification from the Accredited Integrated Professional Organization (AIPO) stating that the services of the foreign professional is necessary and advantageous for the country, particularly in the aspect of technology transfer and that no Filipino mechanical engineer and/or mechanic in the country is competent, able and willing to perform the services for which the foreigner is desired for; and (b) any competent document certifying that the foreigner must be in the prior employ of the engaging firm, or its foreign business partner outside of the Philippines for a period of not less than one (1) year immediately preceding the date of engagement.
- Psychology**  
A certification issued by the Accredited Integrated Professional Organization stating that the services of the foreign professional are important and necessary either due to lack or inadequacy of available local specialists or experts or in recognition of his/her potential contribution to the promotion and advancement of the practice of psychology or psychometrics through the transfer of technology.
- Interior Design**  
The firm or institution engaging the services of the foreign professional must establish that the latter's expertise is unique, useful to the local industry and will redound to the transfer of information and technology as well as the establishment of international standards in the field of interior design. The Employment Contract Service or Service Agreement must also contain an express stipulation that the foreign and Filipino interior designers working jointly on a special project shall divide the professional fees and other charges from said project equitably, according to their participation in or professional services rendered to the project. It must also provide that all documentation expenses, taxes and other liabilities incurred on the shared project shall also be borne equitably by both foreign and Filipino interior designers. Further, it must also state that the foreigner working jointly with Filipino interior designers shall sign contracts, designs and other credits together with his/her Filipino counterpart, and which fact must at all times be acknowledged in all marketing and promotional materials and reportorial compliance for the project, whether prepared and/or submitted locally or abroad. All residual earnings shall also be equitably shared between foreign and Filipino interior designers.

### REQUEST FOR AN EXEMPTION:

- 1. Letter request addressed to PRC/PRB requesting for an exemption from authority to practice
- 2. Photocopy of valid passport as proof of citizenship
- 3. Factual and/or legal basis for an exemption