



**Professional Regulation Commission
International Affairs Office**

APPLICATION FOR AUTHORITY TO PRACTICE BY A FOREIGNER

Profession: _____ New application Renewal

Passport Size ID

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

Categories:

For permanent practice:

This application must be accomplished by the applicant and submitted at the Licensure and Registration Division of any PRC Regional Office.

- Category A1 Foreigners applying for registration with examination
- Category A1-1 Refugees
- Category A2 Foreign professionals applying for registration without examination (e.g. Food Technology, Geology and Speech language Pathology)

For temporary practice:

This application must be accomplished by the applicant and submitted at the Regulation Division of any PRC Regional Office.

- Category B Foreign professionals to practice a profession in the Philippines under reciprocity or international agreements (Architecture, Agriculture, Agricultural and Biosystems Engineering, Environmental Planning, Geodetic Engineering, Landscape Architecture, Radiologic Technology, Real Estate Service)
- 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 or foreign private firms or institutions
- Category E Foreign professionals engaged in humanitarian mission

Part I – Personal Data

Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Surname:	Given Name:	Middle Name:
Citizenship:	Contact number and/ or E-mail Address:	BIR Tax Identification Number:	Philippine Mailing Address:
Name of Sponsoring Entity/Individual in the Philippines:			Contact number and/or E-mail Address: Address:
Have you ever been charged or found guilty of crime involving moral turpitude, negligence, incompetence, malpractice fraud, deceit, unprofessional, unethical, immoral or dishonorable conduct in relation to the practice of profession? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If YES , give particulars: _____			
Do you have any condition or impairment (including history of alcohol or substance abuse) that currently interferes, or if left untreated may interfere, with your ability to practice in a competent and professional manner? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If YES , give particulars: _____			

Part II – Educational Attainment

Highest Relevant Educational Qualification/Degree	Granting Institution	Year Conferred

**For Medicine, please include entry on Premedicine and Medical Degree.*

Part III – License/s Obtained

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

Part IV – Specialization (*Fields of specialization, special studies or research*)

Part V – Work Experience

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 the PRC to investigate the authenticity of all the documents presented. Further, I agree to the PRC Privacy Notice and give my consent to the collection and processing of my personal data in accordance thereto.

Signature over printed name of Applicant

Date Accomplished

Note: Continue on separate sheet if necessary

DOCUMENTARY REQUIREMENTS

REQUEST FOR AN AUTHORITY TO PRACTICE

General requirements:

- 1. Duly accomplished Application Form for Authority to Practice by a Foreigner (The form is available at the <https://www.prc.gov.ph/special-temporary-permits>)
- 2. Photocopy of valid passport as proof of citizenship (The validity of the passport must be within the duration of the practice of profession.)
- 3. An official document showing that the applicant is legally qualified to practice the profession in his/her own country as evidenced by competent documents presented, which include 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. (For **Category A1**, the document is required if it is stated in the professional regulatory law. The document is mandatory for **Categories A2, B, C, D and E**. Please see asterisk at the bottom of this page on the legalization of the document.) The laws are available at <https://www.prc.gov.ph/professional-regulatory-boards>.

Note: The validity/expiration date must be reflected on the professional license or certificate and it **must not be expired during the practice of profession in the Philippines**. In the absence of the validity period, an updated Certificate indicating that a foreigner is legally qualified to practice as a professional should be submitted, as well. (For **Category A1**: The professional license is required to be submitted if it is stated in the professional regulatory law. The document is mandatory for **Categories A2, B, C, D and E**. Please see asterisk at the bottom of this page on the legalization of the document.)

- 4. For **Categories B, C and D**, at least one (1) Filipino Professional counterpart/understudy for every foreign professional whose services will be engaged in the Philippines who shall be employed for the same duration as the foreigner's tenure with the company or firm; indicate the name of counterpart/understudy in the letter request supported by a contract of employment of counterpart/understudy with a photocopy of current PRC Professional I.D. Card (The validity of the Professional ID. Card must be within the duration of the practice of profession of the foreigner.) however with regard to the following:
 - **Accountancy:** If a foreigner is an ASEAN CPA, his counterpart should be a Filipino ASEAN CPA
 - **Electronics Engineering:** There must be at least two (2) Filipino electronics engineer understudies for every foreign professional.
 - **Geodetic Engineering:** The understudy must be a member in good standing of the A.P.O.
 - **Interior Design:** The understudy must be in continuous practice of interior design for at least ten (10) years.

For **Category E**, 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 a photocopy of current PRC Professional I.D. However, with regard to **Midwifery, Nutrition and Dietetics, Physical Therapy, Occupational Therapy, Respiratory Therapy and Veterinary Medicine**, instead of providing a Filipino professional counterpart, applicant must submit names of officers or representatives of local sponsoring organization/institution. This is **not applicable** to **Categories A1, A2, Agriculture, Chemistry and Social Workers**.

- 5. Two (2) pieces passport size I.D. picture with complete name tag in white background
- 6. For profession specific documentary requirements, please see the list after this page. The same is available at <https://www.prc.gov.ph/stp-board-focal-person-resolutions>. This is for **Categories B, C, D and E** only.

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

Note: The names of the PRB Chairperson are available at the <https://prc.gov.ph/professional-regulatory-boards>

Note: Accomplishment report of foreign professional for the period covered by the STP previously issued to him/her must be immediately submitted after the expiration of the STP at grd2@prc.gov.ph with the subject: Post Report – (Name of the Requesting Group). This is for **Categories B, C, D and E** only. Further, for **Categories B, C and D**, the following additional information are to be included in the Accomplishment report: 1) Performance of the understudy within the duration of the STP such as to provide the specifics on the advanced trends and technologies learned by the understudy, 2) Information in dealing with delays, emergencies and mitigating risks at the project site, if applicable.

Category-specific requirements

Category A1¹ (For items 1-3, please see asterisk at the bottom of this page on legalization of document executed/issued abroad.)

- 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 PRB 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.
- 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.)
- 4. Other documentary requirements as may be prescribed by the professional regulatory law/issuance for taking the licensure examination (<https://www.prc.gov.ph/list-of-requirements>)

Advisory: Please make sure the **entries** (e.g. name, gender, birthdate etc) on all the documents required to be submitted are **consistent** in order to facilitate the evaluation of the application.

Category A-1-1 (For refugees)

- 1. Original copy of Indorsement from the Department of Justice (DOJ) requesting that the applicant be allowed to take the licensure examination
- 2. Notice of Recognition from the DOJ
- 3. Other documentary requirements as may be prescribed by the professional regulatory law/issuance for taking the licensure examination (<https://www.prc.gov.ph/list-of-requirements>)

Advisory: Please make sure the **entries** (e.g. name, gender, birthdate etc) on all the documents required to be submitted are **consistent** in order to facilitate the evaluation of the application.

Category A2² (For items 1-2, please see asterisk at the bottom of this page on the legalization of document executed/issued abroad.)

- 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 PRB 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, if applicable.
- 3. Other documentary requirements as may be prescribed by the professional regulatory law/issuance for registration without examination.

Advisory: Please make sure the **entries** (e.g. name, gender, birthdate etc) on all the documents required to be submitted are **consistent** in order to facilitate the evaluation of the application.

Category B

- 1. Letter request to the PRB Chairperson requesting for the issuance of STP to the foreign professional indicating the following **in bullet points** the date and venue of the undertaking and name of Filipino professional counterpart/understudy with current roles and responsibilities in the company to qualify as understudy and provide with narratives of the detailed expertise, skills and competencies of foreign applicant that will be transferred to the understudy for the duration of the undertaking of foreign applicant;
- 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. (Please see asterisk at the bottom of this page on the legalization of document executed/issued abroad)

¹ If required under the pertinent professional regulatory law

² can be availed of if allowed under the pertinent professional regulatory law

3. A copy of Contract of Employment or Services, or Memorandum of Agreement between the employer and the foreign professional indicating the terms of reference, nature of engagement, scope, duration and other project or contract details

Category C

1. Letter request addressed to the PRB Chairperson requesting for the issuance of STP to foreign professional to be engaged as a consultant in foreign-funded, joint venture or foreign-assisted projects of the government indicating the following **in bullet points** the date and venue of the undertaking and name of Filipino professional counterpart/ understudy with current roles and responsibilities in the company to qualify as understudy and provide with narratives of the detailed expertise, skills and competencies of foreign applicant that will be transferred to the understudy for the duration of the undertaking of foreign applicant;
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 the PRB Chairperson requesting for the issuance of the STP to the foreign professional to be employed by the local or foreign private firms or institutions indicating the following **in bullet points** the date and venue of the undertaking and name of Filipino professional counterpart/understudy with current roles and responsibilities in the company to qualify as understudy and provide with narratives of the detailed expertise, skills and competencies of foreign applicant that will be transferred to the understudy for the duration of the undertaking of foreign applicant; if a foreigner is a teacher, please also include the following information on the letter: year level and subjects to be taught.
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 the PRB Chairperson requesting for the issuance of STP to the foreign professional for the conduct of humanitarian mission indicating the following **in bullet points** the date and venue of the mission in the Philippines, name of Filipino professional counterpart (Please see No. 4 above for the details) and names of foreign professionals indicating their respective undertaking with supporting Certificate/s of Training/Competency in the discipline of area of specialization for which the foreign professional is to be engaged in the Philippines

*** **Legalization of document executed/issued abroad:** Starting 14 May 2019, foreign documents from Apostille-contracting countries (available at <https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>) need not be authenticated abroad by Philippine Embassies and Consulates General in order to be recognized and accepted in the Philippines. **Apostille Certification** issued by the foreign competent authority responsible for the implementation of the Apostille Convention will be sufficient. With regard to non-members to the Convention including Austria, Finland, Germany and Greece), **authentication (NOT acknowledgment)** of documents by the Philippine Embassies and Consulates General applies. The document must be accompanied by an official English translation, if applicable.

REQUEST FOR AN EXEMPTION OR EXCLUSION FROM THE STP REQUIREMENT

1. Letter request addressed to PRC/PRB requesting for an exemption from authority to practice by citing clear factual and/or legal basis for an exemption
2. Photocopy of valid passport as proof of citizenship
3. A copy of the Contract of Employment or Services, or Memorandum of Agreement between the employer and the foreign professional, indicating the terms of reference, nature of engagement, scope, duration and other project or contract details

PROFESSION-SPECIFIC REQUIREMENTS FOR CATEGORIES B, C AND D

(ADDITIONAL DOCUMENTARY REQUIREMENTS AS MAY BE PRESCRIBED BY THE PRB CONCERNED)

- Accountancy**
A certification issued by the Accredited Integrated Professional Organization of the PRC 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 of the PRC stating that the employment or engagement of the foreign professional will not jeopardize any Filipino Aeronautical Engineer.
- Agricultural and Biosystems Engineering**
A certification issued by the Accredited Integrated Professional Organization of the PRC stating that the expertise of foreign professional is necessary and advantageous to the Philippines on the aspect of transfer of technology and specialization.
- Architecture**
There should be a locally-secured professional liability insurance or malpractice insurance or their acceptable equivalent in bond form commensurate with the nature and magnitude of his/her project involvement and compensation.
- Chemical Engineering**
There shall be documents submitted attesting that the foreign professional is recognized as expert in the specific field of chemical engineering.
- Chemistry**
There must be documents submitted attesting to the expertise or competence of the foreign chemist in a specific field in Chemistry, provided, that he/she is invited by the Republic of the Philippines for consultation or for a specific project as evidenced by an Employment Contract or Service Agreement. For those contracted as professors or lecturers to teach Chemistry subjects, there must be proof/s completion of doctorate degree (PhD, DSc or equivalent) in Chemistry or allied field.
- Customs Brokers**
A certification issued by the Accredited Integrated Professional Organization of the PRC 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**
A certification issued by the Accredited Integrated Professional Organization of the PRC stating that no qualified Filipino is available for the work or undertaking that the foreign professional is being hired or commissioned for. There must be proof showing that the requirements, standards and qualifications for obtaining a license or certificate of registration as an electrical engineer in the country of which the foreign applicant is a citizen of must not be lower than those prescribed under R.A. No. 7920 (New Electrical Engineering Law).
- Electronics Engineering**
A certification issued by the Accredited Integrated Professional Organization of the PRC stating that no qualified Filipino is available for the work or undertaking that the foreign professional is being hired or commissioned for.
- Foresters**
A certification issued by the Accredited Integrated Professional Organization of the PRC 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.

Guidance and Counseling

A certification issued by the Accredited Integrated Professional Organization of the PRC 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.

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.

Landscape Architecture

A certification issued by the Accredited Integrated Professional Organization of the PRC 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 of the PRC 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.

Naval Architecture

A certification issued by the Accredited Integrated Professional Organization of the PRC stating that no qualified Filipino is available for the work or undertaking that the foreign professional is being hired or commissioned for.

Nutrition-Dietetics

There must be proof submitted that the foreign professional is either an internationally known Nutrition-Dietitian or expert in any branch or specialty of Nutrition and Dietetics; or that his /her services are urgently necessary for lack of or inadequacy of available local specialists or experts for the promotion and advancement of the practice of Nutrition and Dietetics through transfer of technology.

Optometry

A certification issued by the Accredited Integrated Professional Organization of the PRC stating that the services sought to be offered by the foreign professional will promote the advancement of the optometry profession in the Philippines. There must be evidence submitted attesting to the fact that the foreign professional is internationally known to be an expert or specialist in any of the branches of the practice.

Pharmacy

A certification issued by the Accredited Integrated Professional Organization of the PRC 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.

Professional Teachers

There shall be submitted competent documents attesting that the foreign professional has excelled and gained international recognition and is widely acknowledged as an expert in his/her respective field of specialization.

Psychology

A certification issued by the Accredited Integrated Professional Organization of the PRC 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.

Real Estate Service

- A certification issued by the Accredited Integrated Professional Organization of the PRC 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
- A photocopy of the Professional Identification Card (PIC) and Accreditation Certificate (AC) to independently practice the real estate service profession for the Filipino professional counterpart as registered practicing professional.
- A copy of the agreement between the Foreign real estate service professional and the Filipino professional counterpart as to the scope of work or assignment involved including the agreed professional fee.
- Profession Indemnity Insurance/Cash or Surety Bond, in the case of a Real Estate Broker and a Private Real Estate Appraiser.
- An official copy of the foreign law or international agreement to which the Philippines and the foreign state or country are both signatories establishing the existence of reciprocity for the practice of real estate service profession or any equivalent document or an official document that will establish the fact that Filipinos are permitted to get a license and practice therein.
- Other requirements as may be prescribed by the Board.

For renewal of application:

- A report detailing the undertakings/accomplishments of the applicant Foreign Real Estate Professional for his/her previous STP as attested by the Filipino licensed Real Estate Professional counterpart;
- Proof of Income Tax Payment;
- Proof of attendance in the CPD Programs/Courses of the Foreign Real Estate Professional as required in the existing guidelines;
- Other requirements as may be prescribed by the Board.

Respiratory Therapy

A certification issued by the Accredited Integrated Professional Organization of the PRC stating that the employment or engagement of the foreign professional is essential for the development of the respiratory therapy profession. There is evidence submitted that the foreign professional is an internationally recognized expert or with specialization in any branch of Respiratory Therapy.