

## Flowchart on How to Apply for a Vehicle/Motorcycle Pass

**(for Students Postponing Graduation only)**

Responsibility	Steps	Document
	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">START</div> <div style="text-align: center;">↓</div>	
Applicant	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">           Get an <u>Application Form for Vehicle/Motorcycle Pass by Students Postponing Graduation</u> </div> <div style="text-align: center;">↓</div>	Application Form for Vehicle/Motorcycle Pass by Students Postponing Graduation
Registration Section	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">           Visit the Registration Section to verify your qualifications for deferred graduation         </div> <div style="text-align: center;">↓</div>	Application Form for Vehicle/Motorcycle Pass by Students Postponing Graduation
Cashier Section	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">           Pay the application fee to the Cashier Section         </div> <div style="text-align: center;">↓</div>	Payment Receipt
Safety Section	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">           Verify documents and certificates submitted by the applicant         </div> <div style="text-align: center;">↓</div>	Student ID Card, Vehicle/Motorcycle License, Driver's License & Compulsory Liability Insurance Card
Safety Section	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;">           Issue a pass and a barcode sticker         </div> <div style="text-align: center;">↓</div>	
Safety Section	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">END</div>	