

Filipino emigrants or those leaving the country to settle permanently abroad are required to register with the Commission on Filipinos Overseas. Part of its registration requirements is attendance in the Pre-Departure Orientation Seminar (PDOS) to prepare them for settlement overseas.

Country-specific PDOS are conducted for Filipino emigrants to address their adjustment concerns in their destination countries. In these seminars, various topics are discussed such as travel regulations, immigration procedures, cultural differences, settlement concerns, employment and social security concerns and rights and obligations of Filipino migrants.

Those who are 12 years old and below are exempted from attending the PDOS. They must, however, be registered, even if by proxy. Children of emigrants, aged 13 to 19, are required to attend the Peer Counseling Program to help facilitate their adjustment to a new environment.

The registration of Filipino emigrants started in 1981. The registration process generates an information resource on Filipino emigrants, which provides reference for policy formulation and program development.

Requirements for Registration

1. Original and photocopy of passport (must be valid about six months before date of travel)
2. Original and photocopy of visa
3. One (1) 2x2 or passport-size photograph
4. One (1) valid identification card with photograph (eg., SSS ID, GSIS E-card, PRC ID, driver's license, postal ID, ARC, etc.)
5. Photocopy of Immigrant Data Summary for USA-bound emigrant (must not be detached from visa packet)
6. Original and photocopy of Confirmation of Permanent Residence for Canada-bound emigrant (must not be torn or signed before departure)
7. Original and photocopy of Certificate of Eligibility for Japan-bound emigrant
8. Original and photocopy of Nulla Osta (for Italy-bound emigrants)

9. Original and photocopy of letter of approval for Work to Residence visa (for New Zealand-bound emigrants)
10. Photocopy of employment contract (for immigrant workers)
11. Duly completed registration form for Emigrants ([click here](#)) or for Immigrant Workers ([click here](#))

12. Payment of P400.00 registration fee
13. Attendance in the PDOS, guidance counseling or peer counseling session

For youth emigrants aged 13 to 17, the following additional documents are also required:

1. Photocopy of parent's passport or valid identification card, if accompanied by parent/s during registration
2. Letter of authorization from parent/s authorizing the guardian to register the child with CFO on their behalf (if accompanied by guardian during registration)
3. Original and photocopy of DSWD travel clearance ([click here for the new guidelines on issuance of travel clearance](#))

For children 12 years old and below, the following additional documents are required if the proxy is not the legal/natural/adoptive parent of the registrant.

1. Original and photocopy of one(1) of valid identification card with photograph of the proxy
2. Special Power of Attorney or notarized authorization letter from the parent/s/ or guardian/s authorizing the proxy to register the minor children (authenticated by Diplomatic Post/ notarized in country where executor is residing).

Note: After satisfactory completion of the requirements, an emigrant registration sticker is affixed to the emigrant's passport

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Schedule of Pre-Departure Orientation Seminar (first come, first served)

Orientation Seminar Schedule for Filipino Emigrants

(effective 1 December 2010)
([CFO Manila](#))

Destination Country

Day

Time

United States of America

Mondays, Wednesdays and Thursdays

Tuesdays and Fridays

10:00 am - 12:00 nn

2:00 pm - 4:00 pm

Canada

Mondays to Fridays
(60 slots everyday)

9:30 am - 12:00 nn

Europe

Tuesdays and Fridays 10:00 am - 12:00 nn

Australia and New Zealand

Mondays, Tuesdays, Thursdays and Fridays

2:00 pm - 4:00 pm

Japan and other Asian countries

Mondays, Wednesdays and Thursdays
2:00 pm - 4:00 pm

Schedule of Peer Counseling Sessions for Filipino Youth Emigrants
([CFO Manila](#))

Destination Country

Day

Time

All Countries

Mondays to Fridays

10:00 am - 12:00 nn

2:00 pm - 4:00 pm

Pre-Departure Orientation Seminar Schedule for Emigrants

([CFO Cebu City](#))

Destination Country

Day

Time

United States of America and Canada

Monday to Friday

10:00 am - 12:00nn

Australia, New Zealand and Other Countries

Monday to Friday

2:00 pm - 4:00 pm

Schedule of Peer Counseling Sessions for Youth Migrants
([CFO Cebu City](#))

Destination Country

Day

Time

All Countries

Mondays to Fridays

10:00 am - 12:00 nn

2:00 pm - 4:00 pm

Note: Emigrants attending the PDOS or Peer Counseling Session must be at the CFO office at least 1 hour before their schedule to complete the registration requirements.

Registration Procedure for Filipino Emigrants and Filipino Spouses and Other Partners of Foreign Nationals

1. Issuance of Registration Form

2. Completion of CFO registration form

3. Verification of Registration Forms
(proceed to Counter 2)





4. Payment of Authorized
Registration Fee
(proceed to Counter 3)

5. Attendance to Pre-Departure
Orientation Seminar/Peer
Counseling

6. Passport Releasing





Commission on Filipinos Overseas - Citizen's Chart

5-Step Registration Process

STEP

1

Proceed to Counter 1 and submit the following :

*** 5 minutes** (time specified does not include queueing time)

- original and photocopy of valid passport;
- original and photocopy of visa;
- photocopy of Immigrant Data Summary (for US-bound);
- photocopy of Confirmation of Permanent Residence (for Canada-bound);
- photocopy of Certificate of Eligibility (for Japan-bound);
- photocopy of deferral letter from New Zealand Embassy (for New Zealand-bound);
- photocopy of employment contract (for immigrant workers);
- one (1) passport size photograph; and
- completed emigrant registration form.

Additional requirements for emigrants exempted from the PDOS/ Peer Counseling and being registered by proxy:

- Original medical certificate (if applicable)
- Notarized letter of authorization from emigrant / parents of minor child or Special Power of Attorney
- Original and photocopy of proxy's valid ID

Additional requirements for spouses / partners of foreign nationals:

- Original CFO Guidance and Counseling Certificate; or
- Original and photocopy of Certificate of Attendance.

STEP

2

Fill up the emigrant registration form and submit to Counter 2 for verification * 5 minutes

STEP

3

Submit emigrant registration form and passport to Counter 3 (Cashier) and pay the authorized registration fee * 2 minutes

Reminder: Wait for announcements on start of respective seminars

STEP

4

Attend the required orientation seminar at the 2nd Floor (unless exempted) * 2 hours 15 minutes

