



# HOW TO APPLY FOR A NATIONAL POLICE CLEARANCE

A Simple Guide





**Step 1: Online Registration**

**Step 2: Complete Profile and  
Appointment Setting**

**Step 3: Settle Online Payment**

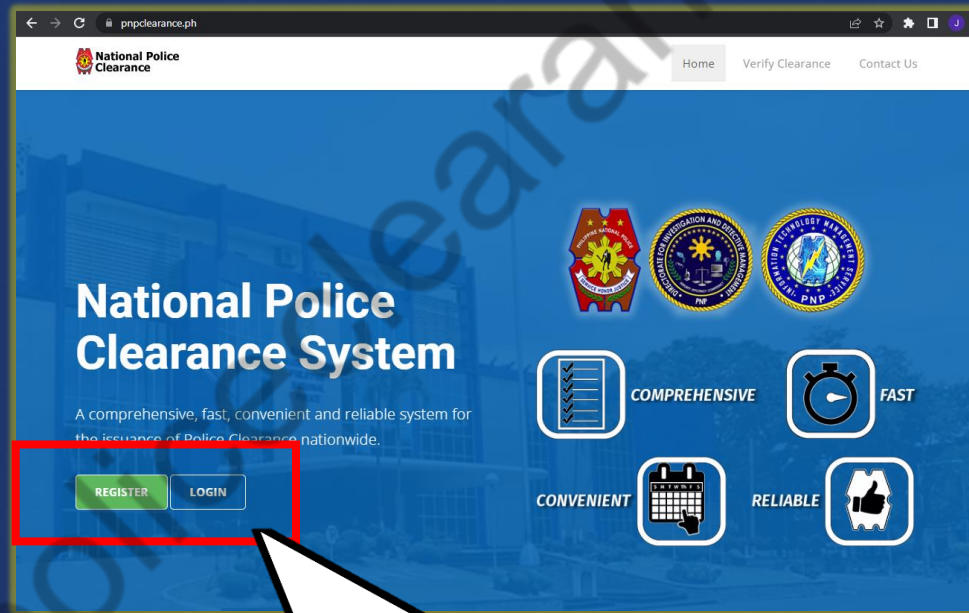
**Step 4: Processing of Police Clearance  
at the Police Station**





# Step 1: Online Registration

- ✓ Visit website (<https://pnpclearance.ph>);
- ✓ Click Register (for new applicants) or Login (for applicants with existing account);





# Step 1: Online Registration

- ✓ Supply the required data on the Registration form. Submit and Sign In.

**New Applicant Registration**

Required fields are indicated with \*

Email address \*

Password \*

Confirm password \*

First name \*

Middle name \*

Surname \*

Qualifier  Gender \*

Select birth date \*

Terms and Conditions

Register

Applying for a clearance? **Sign in** your email address and password if you have already registered.

E-mail \*

Please enter your email address

Password \*

Forgot password? [Click here.](#)

Sign in





# Step 2: Edit Profile and Set Appointment

✓ Click Edit Profile and complete your personal data and save;

**NATIONAL POLICE CLEARANCE SYSTEM**

**NOMER AMANO YAPIT**

Email: npcs.teamph@gmail.com  
Birthday: Jan 08, 2004  
Sex: Male  
Address: Bitaugan East, CAGWAIT - SURIGAO DEL SUR

[Edit Profile](#) [Clearance Application](#) [Transactions](#)

**My Profile**

Applicant Information

Applicant Profile

**Note:** Required fields are indicated with \*

Given Name *	Middle Name *	Surname *	Qualifier
NOMER	S	YAPIT	Choose a qualifier

Sex *	Civil Status *	Birth Date *	Birth Cert Registration #
Female	Married	May 02, 2021	

Please check if you are a PWD

Please check if you are a First Time Job Seeker (RA 11261 - First Time Job Seeker Assistance Act)  
**NOTE:** This is a One-Time FREE Clearance (Automatically disabled when available)

Nationality *	Birth Place * (Enter only the CITY / MUNICIPALITY)	If Other Country
ANDORRAN	BANGUIL, ILOCOS NORTE	

Contact/Address

House No/Building/Street *	Province * (Please select from the list or at the end: ILOCOS)	City/Municipality *	Barangay *
	SURIGAO DEL SUR	BAROBO	Amaga

Email *	Mobile Number	Telephone Number
npcs.teamph@gmail.com	09876543234	

Other Information






## Step 2: Edit Profile and Set Appointment

- ✓ After Editing the profile, Click Clearance Application button ;

**NATIONAL POLICE CLEARANCE SYSTEM**

 **NOMER AMANO YAPIT**

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Birthday: Jan 08, 2004  
Sex: Male  
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[Edit Profile](#) [Clearance Application](#) [Transactions](#)  
[Clearance Certification](#)





## Step 2: Edit Profile and Set Appointment

- ✓ Select the **Purpose**, Set an **Appointment** at your suitable date and preferred **Police Station**.

1 Purpose and Police Station      2 Upload Document      3 Select Payment Option      4 Save Appointment

**Step 1 - Purpose and Police Station**

**Purpose \***

General

**Select Police Station \***

One-Stop Shop - Camp Crame, ONE-STOP SHOP - HQ

**Station Address** :

Previous

Schedule of Appointment: September 21, 2018 8:00 AM to 12:00 PM

2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Appointment slots for September 20-21, 2018:

Date	Time	Slots
20	AM	97 slots
20	PM	100 slots
21	AM	100 slots
21	PM	100 slots



# Step 2: Edit Profile and Set Appointment

Clearance Application - Non-Appearance

1 Select Appointment   2 Upload Document   3 **Select Payment Option**   4 Save Appointment

### Step 3 - Select Payment Option

PAYMENT OPTIONS

payment option.

Particular	TOTAL
LandBank of the Phils.	
Total	

Note: Additional fee to use e-payment service

Previous   Next

✓ Click Landbank button ,  
Click **next** and **Save Appointment**;

### Step 4 - Save Appointment

NOTES / REMINDERS

**Police Station** : One-Stop Shop - Camp Crame, ONE-STOP SHOP -NHQ

**Station Address** :

**Payment Option** : LandBank of the Phils. - P150.00

**Once you click SAVE APPOINTMENT here are the next steps:**

1. Pay online by clicking **Click here to Pay button** and choose the desired mode of payment.
2. Go to **TRANSACTION HISTORY PAGE** and verify the transaction status.
3. Wait for the Processor or Verification Officer to process the renewal for Non-Appearance.
4. Once verified and approved, you may download the National Police Clearance by clicking the button "**Print Clearance**" button.

**5. Local Police Clearance is not pre-requisite for the National Police Clearance.**

**Note:**

- The NPC may be renewed without appearance only for three years from the last appearance. The applicant will be required to update the profile, upload 2x2 picture with white background and take a selfie holding you valid government issued ID to your existing account/account used during last appearance.
- After three years, the applicant will be mandated to appear at the Police Station for biometrics and a picture.

Previous   **Save Appointment**   Next



## Step 2: Edit Profile and Set Appointment

- ✓ Appointment REFERENCE NUMBER will be generated.

**Note: We only accept payment thru online by clicking the Click here to Pay button. Over the counter is not allowed.**

No	Details	Status	Action
1.	Reference # : <b>20210719DW7M8F9P42</b> Payment Channel : <b>LandBank of the Phils.</b> Amount To Pay : <b>₱ 150.00</b> Appointment Date : <b>Jul 20, 2021 / 8:00 AM to 12:00 P</b> Police Station : <b>PS 01 - SANTIAGO CPO</b> Station Address :	<b>PENDING</b>	<a href="#">Click here to Pay for more payment option</a> <a href="#">Change Police Station / Appointment Date</a> <a href="#">Print Transaction Details</a>





## Step 3: Settle Online Payment

- ✓ Click the **Click here to Pay** for more payment option button to settle online payment;

**Note: We only accept payment thru online by clicking the Click here to Pay button. Over the counter is not allowed.**

No ^	Details	Status	Action
1.	Reference # : <b>20210719DW7M8F9P42</b> Payment Channel : <b>LandBank of the Phils.</b> Amount To Pay : <b>₱ 150.00</b> Appointment Date : <b>Jul 20, 2021 / 8:00 AM to 12:00 PM</b> Police Station : <b>PS 01 - SANTIAGO CPO</b> Station Address :	<b>PENDING</b>	<a href="#">Click here to Pay for more payment option</a> <a href="#">Change Police Station / Appointment Date</a> <a href="#">Print Transaction Details</a>





## Step 3: Settle Online Payment

- ✓ You will be directed to Landbank ePayment Portal.
- ✓ Choose your desired Payment options .
- ✓ For (Gcash/PayMaya, 7Eleven, Bayad Center, etc.) select **Cash Payment** ;

**PHILIPPINE NATIONAL POLICE - NATIONAL POLICE CLEARANCE**

Fields with \* (asterisk) are required/mandatory.

**Payment Details**

Amount Due : *	150.00
NPCS Number : *	20220704Y11 M0GY3J1
Name of Applicant : *	NOMER AMANO YAPIT
Police Station : *	One-Stop Shop - Camp Cr
Date of Appointment : *	Jul 04, 2022
Email Address : *	markaguho@gmail.com

Payment Mode:  
LANDBANK / OFBank ATM Car ▼

0000000000

**Captcha Challenge**

**y8h7c**

Refresh Captcha

**Terms and Conditions**

I certify that I am at least 18 years old and have read, understood and agreed to the [Terms and Conditions](#) .

**! Please review payment details above before clicking Continue.**

**CONTINUE >**

LANDBANK/OFBank ATM Card  
LANDBANK Prepaid Card  
Cash Payment  
Asia United Bank via BancNet  
BPI Direct BankKo via BancNet  
BPI via PCHC Paygate  
CTBC Bank via BancNet  
Citystate Savings Bank via BancNet  
DBP via BancNet  
Enterprise Bank via BancNet  
Entrepreneur Bank via BancNet  
Equicom Savings Bank via BancNet  
Luzon Development Bank via BancNet  
MASS SPECC via BancNet  
Malayan Bank via BancNet  
PBCOM via BancNet  
Philippine Business Bank via BancNet  
Philtrust Bank via BancNet  
RCBC via PCHC PayGate  
Robinsons Bank via PCHC PayGate

--Select--





## Step 2: Settle Online Payment

- ✓ Select a payment partner. Follow the steps needed for online payment transaction and SECURE a copy of the Payment Confirmation Slip or Electronic Official Receipt (OR) as Proof of Payment completion.

Note:

Clearance Fee is cost Php150 only. Additional convenience fee may vary on the payment mode you selected.

**Choose a payment method**

Choose a payment method below and fill out the following information

Over The Counter Mobile

GCash maya Pay Grab Pay

Click Proceed to pay with your mobile.

Note: Please take note that if you choose this payment method, an additional fee of PHP 0.00 will be collected by this bank / payment partner. If you not agree with this fee, please select a different payment bank / channel option.

**Payment Details**

Order Number	390101122023239222
Name	MARY JOY DUTERTE CABANAS
Product Description	3020
Amount	PHP 150.00
Total Amount Due	PHP 150.00

Cancel Proceed

Powered by **myeg** PHILIPPINES  
V3.21.13.2 20230112





## Step 4: Processing of Police Clearance

- ✓ Proceed to your selected Police Station on your date of appointment. Present the following to the Police Station:
  - ✓ One (1) valid Government issued ID;
  - ✓ Proof of payment/Payment Confirmation;
  - ✓ Reference Number of NPC Appointment;
- ✓ Have Biometrics, Picture and Signature taken;
- ✓ Wait for your name to be called for the verification process or release of National Police Clearance.





## NOTES:

1. For FIRST TIME JOB SEEKER applicants (RA 11261), secure a copy of FTJS Certification certifying that you are a First Time Job Seeker and present it to the Police Station together with your one Valid ID. Free Clearance for FTJS can only be availed once.
2. For first time applicants, personal appearance is required to have photo, electronic signature, and biometrics taken.





## NOTES:

### 3. For RENEWAL Process:

- ✓ Applicant must use / log- In the existing NPC Account. From their last application.
- ✓ Applicant can choose the renewal application if **With or without appearance.**
- ✓ For Non-Appearance. The applicant will be required to update the profile and upload 2x2 picture and selfie holding a valid government issued ID.
- ✓ Applicants need not to appear at the Police Station. Wait for the application to be processed and Clearance can be downloaded on their NPC Account Profile.





## NOTES:

### 4. Clearance Certification:

- ✓ Clearance Certification is intended only for the following first time applicants:
  - Filipino Citizen Working/Based in Other Country
  - Bedridden
  - Petitioner (Applying for Probation/Bail)
  - Deceased

