

When children need to travel outside the country, they need the same type of documentation as their parents and other adults. However, they may need to meet specific requirements to get the paperwork completed they need. The Department of Foreign Affairs or DFA is responsible for the issuance and renewal of passports for Filipino citizens. For minors or those under the age of 18, the following are the requirements for the issuance of a Philippine passport.

Basic Requirements

1. Children must appear in person. The only exceptions occur when the child is younger than eight years of age or is incapacitated mentally or physically. An application form from the Department of Foreign Affairs' website or from a Philippine Consulate if you are located outside of the Philippines is also needed. The form needs to be filled out completely. Additionally, the child's birth certificate from the National Statistics Office (NSO) or a copy retrieved from the Local Civil Registrar, which has been approved by the NSO, must be submitted.

Additional Requirements

2. In addition to the application and the birth certificate, the mother's birth certificate, marriage certificate and valid passport must be presented with the child's. Identification documents which include full name, date and place of birth and citizenship are also required. Plus, three colored photos with dimensions of 4.5cm x 3.5cm taken against a royal blue background must be submitted. Supporting documents including Baptismal Certificate, School Form 137 or Transcript of Records must also be submitted with the application form.

Special Requirements

3. Children who are born out of wedlock must appear in person with their mother. Children who are legitimate may appear with either or both parents to begin the application process. When children are not going to be traveling with their parents, an affidavit from the Department of Social Welfare and Development (DSWD) must be submitted. This affidavit must include the name of the child's traveling companion and his/her relationship to the child.

Guidelines on the New Photo Requirements

4. The Department of Foreign Affairs reserves the right to reject photos that do not comply with specifications and set international standards. They have strict requirements to allow the Immigration Officer to clearly identify the passport holder with the attached passport picture. For example, the picture has to be in good quality and should be printed on high quality photo paper. The child's hair should be kept out of his or her face.

Fees and Processing Time

5. Passport fees are PHP500 (\$11 USD) for the 44-page passport. You can choose to pay an additional PHP250 (\$5 USD) for expedited processing. Processing time is 14 working days while expedited processing takes only seven working days.