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OFFICE OF THE ACCOUNTING ENROLMENT PROCEDURE ASSESSMENT OF FEES **Tuition Fee STUDENT** STUDENT ADVISING -PRF-ADVISING SCHOLARSHIP -**DEAN'S OFFICE** Proceed to Total Misc Desk Information **OSAS** Present entry requirements/ for Pre-advising on test results for new students Total Other Fees Seek confirmation the courses offered, of scholarship grant. and copy of grades for the enrollment the last semester and Old Accounts Submit required requirements, and Clearance for old students documents for the fees for scholarship. Transferee. Present class Less/Discount enrollment. cards or Transcript of Present admission Records from previous **Total Amount Due** requirements and school for evaluation of Clearance for old subjects. Payment Mode _lnstallment students. Get all forms for Enrollment ☐Full Payment and Amount Paid Php Date Paid: Payment Type: ☐Cash ☐ Check SCHOOL ID **REGISTRAR'S ACCOUNTING OFFICE** Online Pay SCHOOL FEES. **Processing OFFICE** Proceed to SBCI Pay ID card. ☐SBCI Grantee Submit admission Scholarship/Privilege: Main Bldg. Room Pay Library ID. requirements and □TES TESDA Scholarship duly accomplished enrollment forms LIBRARY Issuance of Submit 2 pcs 1x1 Registration Card Assessed by ID picture for your Library ID. For evaluation purposes, I am subng herewith the following admission requi Transferee Old Student New Student School Form 9 (SF9) Progress Report Card Authenticated PSA Birth Certificate Certificate of Good Moral Character 3 pcs. 1x1 colored pictures Accomplished Application Form ☐ Transfer Credentials/Honorable Dismissal ☐ Copy of Grades/Official Transcript of Reco ☐ Authenticated PSA Birth Certificate ☐ Copy of Grades (last semester)☐ Clearance from Last Semester ☐ Iranster Credentials/Honorable Dismissal ☐ Copy of Grades/Official Transcript of Records ☐ Authenticated PSA Birth Certificate ☐ Certificate of Good Moral Character ☐ 3 pcs. 1x1 colored pictures ☐ Accomplished Application Form In consideration of my admission to Subic Bay Colleges (SBCI), Inc. and all the privileges of students in this institution, I hereby pledge to abide and comply with all the rules and regulations set by competent authorities in this institution. Furthermore, I bind myself with all the present and future requirements of the curriculum I am enrolled in as prescribed by the institution Signature Over Printed Name of Student Date OFFICE OF THE ACCOUNTING ENROLMENT PROCEDURE ASSESSMENT OF FEES Tuition Fee **PRE-ADVISING** STUDENT STUDENT ADVISING -**SCHOLARSHIP** -**DEAN'S OFFICE** Proceed to Total Misc Information Desk Present entry requirements/ test results for new students OSAS for Pre-advising on Seek confirmation Total Other Fees the courses offered, and copy of grades for the of scholarship grant. enrollment last semester and Submit required Old Accounts requirements, and Clearance for old students. documents for <u>Transferee.</u> Present class cards or Transcript of fees for scholarship Less/Discount enrollment. Present admission Records from previous Total Amount Due requirements and school for evaluation of Clearance for old subjects. Payment Mode □Installment students. Get all forms for Enrollment. ☐Full Payment Amount Paid Php Date Paid: Payment Type: ☐Cash ☐ Check SCHOOL ID **REGISTRAR'S ACCOUNTING OFFICE** Online Processing OFFICE Pay SCHOOL FEES. Proceed to SBCI Submit admission Pay ID card. ☐SBCI Grantee Scholarship/Privilege: Main Bldg. Room requirements and □TES duly accomplished ☐TESDA Scholarship enrollment forms. LIBRARY Issuance of Submit 2 pcs 1x1 Registration Card Assessed by ID picture for your Library ID. ng herewith the following admission requirement: Transferee For evaluation purposes, I am submi New Student Old Student ☐ School Form 9 (SF9) Progress Report Card ☐ Authenticated PSA Birth Certificate ☐ Certificate of Good Moral Character □ Transfer Credentials/Honorable Dismissal □ Copy of Grades/Official Transcript of Records □ Authenticated PSA Birth Certificate □ Certificate of Good Moral Character ☐ Copy of Grades (last semester)☐ Clearance from Last Semester 3 pcs. 1x1 colored pictures 3 pcs. 1x1 colored pictures Accomplished Application Form ☐ Accomplished Application Form In consideration of my admission to Subic Bay Colleges (SBCI), Inc. and all the privileges of students in this institution. I hereby pledge to abide and comply with all the rules and regulations set by competent authorities in this institution. Furthermore, I bind myself with all the present and future requirements of the curriculum I am enrolled in as prescribed by the institution Verified true and correct: Signature Over Printed Name of Student