

University of Makati
Advising Slip

SCHEDULE OF PAYMENT: April 28, 2017

Only payments on designated dates are accepted. Please strictly follow the schedule. Otherwise you will pay on the last day of scheduled payment

Student Information

A.Y. 2017-2018 - First Semester

College	COLLEGE OF BUSINESS ADMINISTRATION	Academic Year	2017-2018 - First Semester
Program/Major	BACHELOR OF SCIENCE IN OFFICE MANAGEMENT		
Name	ESTELA TINGCANG LANDAZABAL	Student No.	K1122609
Address	191 A T ALONZO ST., BLK 4, WEST REMBO, MAKATI CITY	Gender	FEMALE
Guardian		Date of Birth	December 04, 1995

Encoded Subject(s)

A.Y. 2017-2018 - First Semester

CFN	Course Code	Course Description	Section	Units	Time	Days	Room
A1170818	OM 107	MANAGEMENT AND CONTROL OF ADMINISTRATIVE SERVICE W/ 5S	III-AOM	3.0	04:30 PM - 06:00 PM /	M TH /	B3 207
A1170823	OM ELECTIVE 2	EVENT MANAGEMENT	III-AOM	3.0	10:30 AM - 12:00 PM /	T F /	
A1170835	ENTREP	ENTREPRENEURIAL MANAGEMENT	IV-AOM	3.0	07:30 PM - 09:00 PM /	M TH /	
A1170837	FIL 102	PAGBASA AT PAGSULAT TUNGO SA PANANALIKSIK	IV-AOM	3.0	12:00 PM - 03:00 PM /	M / /	
			Total Units:	12.0			

MISCELLANEOUS FEE(S)	Amount
Culture and Arts Fee(CAF)	50.00
Parent-Instructor Association	50.00
Society of Future Office Professionals	50.00
Student Group Accident Insurance Fee(SGAI)	50.00
University of Makati Student Media Group	50.00
University Student Council Fee	50.00
Sub-Total	300.00

TUITION FEE	10,000.00
Less: SCHOLARSHIP/PRIVILEGE From Makati City Government	(9,000.00)
Token Fee	1,000.00

Change of Residency Procedure

A student who claims to be a resident must attach any of the following:

1. Accomplished Residency Verification Form
2. Voter's ID or latest Voter's Certification if student is 18 yrs. old and above
3. SK Voter's ID if student is below 18 yrs. old.
4. Voter's ID or latest Voter's Certification of parents or a brother or a sister.
 - The student and her/his sibling's Birth Certificate are required to verify the truthfulness of the relationship
 - If the guardian is a married sister, student must present the sister's birth and marriage certificate.

No attachments required for **Non Makati Residents**

Should there be a change in residency; the student is required to present necessary documents.

Scholarship Requirements

Basic Requirements:

- Accomplished MACES Form (for new applicant), MACES Form (for continuing applicant)
- Residency Verification Form
- 1 x 1 ID Picture(for new scholar applicant)
- Encoded Subjects and Assessment

Other Requirements:

- Base on kind of Scholarship