






<h3>1 ADMISSION SLIP, ID NUMBER, AISIS ACCOUNT & REGFORM DISTRIBUTION</h3> <p>June 10 (Monday) 8AM-12NN; 1-4PM June 11 (Tuesday) 8AM-12NN; 1-4PM</p>  <p>Venue: Office of the Associate Dean for Graduate Programs (OADGP; 1st floor, Kostka Hall) For International (Foreign) Students: Case Study Room (Social Sciences Bldg., 1st Floor)</p>	<h3>REMINDER</h3> <ul style="list-style-type: none"> • No ID, no entry. Bring any valid ID with picture and signature. • Scholars must obtain their scholarship forms at the OADGP before proceeding with the registration proper.
<h3>2 ONLINE ADVISEMENT OF SUBJECTS</h3> <p>June 10 (Monday) 8AM-12NN; 1-4PM June 11 (Tuesday) 8AM-12NN; 1-4PM</p>  <p>Venue: Department/s concerned</p>	<ul style="list-style-type: none"> • No ID, no entry. Any valid ID with picture and signature will suffice • Advisement is NOT the same as enlistment
<h3>3 MANUAL REGISTRATION</h3> <p>June 10 (Monday) 8AM-12NN; 1-4PM June 11 (Tuesday) 8AM-12NN; 1-4PM</p>  <p>WAITING AREA Case Study Room (1st Floor, Social Sciences Bldg.)</p> <p>ENLISTMENT AND ASSESSMENT SS 284</p>	<ul style="list-style-type: none"> • Fill up Personal Information Data Sheet (PIDS) • Scholars must make sure they have their scholars' documents. Certain scholarship forms (50% Tuition Discount, Theology-FIRE, Thesis Direction, Graduate Program, and Doctoral Program) may be obtained at the OADGP • Make sure you have your assessment form before you leave the venue • Submit your PIDS and scholars' documents at the enlistment venue (SS284)
<h3>4 PAYMENT</h3> <p>June 10-11 (Mon-Tue) 8AM-4PM</p> <p>Venue: Xavier Hall, 1st Floor Cash and Cash/Check Combinations</p> <p>Berchmans Hall, Room 106 Check, Credit Card, Debit Card, Zero-Payment Scholars</p>  <p>* To avoid long lines, you may opt to pay online via the Internet banking facility or through Over-the-Counter payments of the following: BPI, BDO, Metrobank & Unionbank.</p>	<ul style="list-style-type: none"> • Bring your printed assessment form • Checks must have the following information listed at the back: Name, Year and Course, ID Number and Contact Details. • Checks with erasure/alteration in date, payee's name and amount in words and in figures will not be accepted even if countersigned by the issuer. • For those who paid off-campus, Cashier will not print your Tuition Receipt. Tuition Receipt is downloadable from the AISIS on at least one banking day from the time payment is made • ONLY if you paid on-campus will Cashier print your Tuition Receipt. • Off-campus payments that are not recognized by June 11, 2019 are subject to the late registration fee.
<h3>5 ID APPLICATION</h3> <p>June 10-11; 13-14; 17-18 (Weekdays) 9AM-12NN; 1-4PM</p> <p>June 15 & 22 (Saturday) 9AM-12NN</p>  <p>Venue: Exhibit Hall (G310, Gonzaga Hall, 3rd Floor)</p>	<ul style="list-style-type: none"> • All students are required to apply for a new ID for SY 2019-2020 • Students who will have their new ID picture taken will have to comply with the Dress Code • Persons with disability may directly proceed to the Office for Student Services (Xavier Hall, 1st floor) for their ID application • Tuition Receipt is NOT anymore needed for ID application • Make sure you paid online at least 2 banking days before you apply for your ID • NO PROXIES ALLOWED for ANY ID related matters. • Strict ID wearing starts on June 19, 2019.