

HOW TO ENROLL USING THE SFAC PORTAL (FOR NEW and TRANSFEREES STUDENTS)

Step 1.

Go to this link and fill up the form (FOR LAS PIÑAS NEW STUDENTS ONLY) →

<https://stfrancisbacoor.com/sfac-lp/pages/inquiry/online.inquiry.php>

Go to this link and fill up the form (FOR BACCOOR NEW STUDENTS ONLY) →

<https://stfrancisbacoor.com/sfac-bac/pages/inquiry/online.inquiry.php>

Step 2. Tell the **registrar in charge** of the enrollment @ the **Registrar's Office** that you are already finished with **Step 1** and secure to them your official **student number** that number will be use as your official login credential in our portal in the succeeding steps.

Step 3.

Go to this link (FOR BACCOOR OLD STUDENTS ONLY) →

<https://stfrancisbacoor.com/sfac-bac/pages/login/sign-in.php>

Go to this link (FOR LAS PIÑAS OLD STUDENTS ONLY) →

<https://stfrancisbacoor.com/sfac-lp/pages/login/sign-in.php>

Step 4. Login with your **student number**. By default, your **student number** is your **username** and **password** at the same time

Welcome
Franciscans!

Please login your...

Username

BXX-X-XXXX

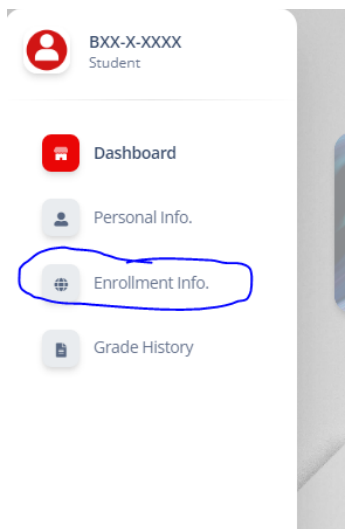
Password

[Did you forgot your password?](#)

SIGN IN

Step 5. Go to the **sidebar panel** and look for the **Enrollment Info.**

Click **“Enrollment Info”**



The **“Enrollment Info”** will show you two buttons the **“ADD SUBJECTS”** and the **“DELETE”**.



ADD SUBJECT button is for adding subject. (don't forget to **scroll down** to see the “Add” button)

COURSE CODE	COURSE DESCRIPTION	PROGRAM	YEAR LEVEL	SEMESTER	UNIT(S)	PREREQUISITES	DAY	TIME	CURRI	ROOM
<input checked="" type="checkbox"/> NSTP 1	National Service Training Program 1	BSCS	1st Year	First Semester	3		TH/S	9-10/9-11	2020-2021	OL
<input checked="" type="checkbox"/> PHED 101	Gymnastics	BSCS	1st Year	First Semester	2	-	TH	4-5	2020-2021	OL
<input checked="" type="checkbox"/> CCCS 101	Introduction to Computing (w/ Lab)	BSCS	1st Year	First Semester	3	-	F	8-12	2020-2021	OL
<input checked="" type="checkbox"/> CHCL 101	Franciscan Orientation	BSCS	1st Year	First Semester	1	-	T	10-11	2020-2021	OL
<input type="checkbox"/> CCGE 103	Understanding the Self	BSCS	1st Year	First Semester	3	-	Th/Wed	1-2/5-6	2020-2021	OL
<input type="checkbox"/> CCGE 102	Readings in Philippine	BSCS	1st Year	First Semester	3	-	TTH	8-9	2020-2021	OL

DELETE button is for removing mistakenly added subject. (The two images below show you the before and after effect of the **DELETE** button)

Before

List of your Enrolled Subject(s)

Verify carefully your subject/s to be Enrolled

+ ADD SUBJECTS

DELETE

COURSE CODE	COURSE DESCRIPTION	UNIT(S)	DAY	TIME	ROOM
<input checked="" type="checkbox"/> NSTP 1	National Service Training Program 1	3	TH/S	9-10/9-11	OL
<input type="checkbox"/> PHED 101	Gymnastics	2	TH	4-5	OL
<input type="checkbox"/> CCCS 101	Introduction to Computing (w/ Lab)	3	F	8-12	OL
<input type="checkbox"/> CHCL 101	Franciscan Orientation	1	T	10-11	OL
TOTAL UNITS		9			

After


List of your Enrolled Subject(s)
Verify carefully your subject/s to be Enrolled

+ ADD SUBJECTS
DELETE

COURSE CODE	COURSE DESCRIPTION	UNIT(S)	DAY	TIME	ROOM
<input type="checkbox"/> PHED 101	Gymnastics	2	TH	4-5	OL
<input type="checkbox"/> CCCS 101	Introduction to Computing (w/ Lab)	3	F	8-12	OL
<input type="checkbox"/> CHCL 101	Franciscan Orientation	1	T	10-11	OL
TOTAL UNITS		6			

Secure a copy of your **curriculum checklist @ the registrar office** (sample image below) for you to know the listings of your subjects.

Follow the **pre-requisite rule** (for example **you cannot take Living in the IT Era** subject if you do not have any **grade or haven't taken yet** the **Science Technology and Society** subject) in selecting the next subject to be taken.



Saint Francis of Assisi College
Admiral Village, Talon, Las Pinas City
FOUR-YEAR CURRICULUM
FOR
BACHELOR OF SCIENCE IN COMPUTER SCIENCE
(Effective Academic Year 2020-2021)

Name: _____ Student No: _____

CODE	Description	UNITS	Pre-Requisites
First Year, First Semester			
CCGE 101	Science, Technology and Society	3 0 3	
CCGE 102	Readings in Philippine History	3 0 3	
CCGE 103	Understanding the Self	3 0 3	
CHCL 101	Franciscan Orientation	1 0 1	
CCCS 101	Introduction to Computing	2 1 3	
PHED 101	Gymnastics	2 0 2	
NSTP 1	National Service Training Program 1	3 0 3	
TOTAL		18	
First Year, Second Semester			
CCGE 104	Mathematics in the Modern World	3 0 3	
CCGE 105	The Contemporary World	3 0 3	
CCGE 101	Living in the I.T. Era	3 0 3	CCGE101
CHCL 102	Franciscan Core Values and Culture	1 0 1	CHCL101
CCCS 102	Fundamentals of Programming 1	2 1 3	
PHED 102	Individual / Dual Sports	2 0 2	PHED101
NSTP 2	National Service Training Program 2	3 0 3	NSTP1
TOTAL		18	
Second Year, First Semester			
CCGE 106	Purposive Communication	3 0 3	
CCGE 107	Art Appreciation	3 0 3	
CCGE 102	The Entrepreneurial Mind	3 0 3	CCGE104, CCGE10

Some important links.

For **Online Grades (Bacoor Campus only)** → <https://stfrancisbacoor.com/sfac-bac-ongrade> (same login information with the enrollment portal link above)

For **Online Grades (Las Piñas Campus only)** → <https://stfrancisbacoor.com/sfac-lp-ongrade> (same login information with the enrollment portal link above)

For our LMS (Schoology) → <http://stfrancis.schoology.com> (the registrar office will email you your login information.)

Official Website → <https://stfrancis.edu.ph>