1. Students can only add and drop subjects on the second transaction if the initial payment (40% of school fees) has been paid and posted.

2. Unregistered transactions will be removed from reservation after 3 days.

3. Unofficial Certificate of Registration may be printed online during a specified period. Once the official copy have been distributed, online printing will then be disabled.

4. Online enlistment for a Petition class does not guarantee a sure slot unless you add the subject on your transaction.

5. If you missed printing the Confirmation Slip during your enrollment schedule, you may still do so by clicking the link below the Please refer to your enrollment schedule note.

6. Tutorial fee shall be collected for tutorial subjects.