

# ONLINE ENROLLMENT (OnE)

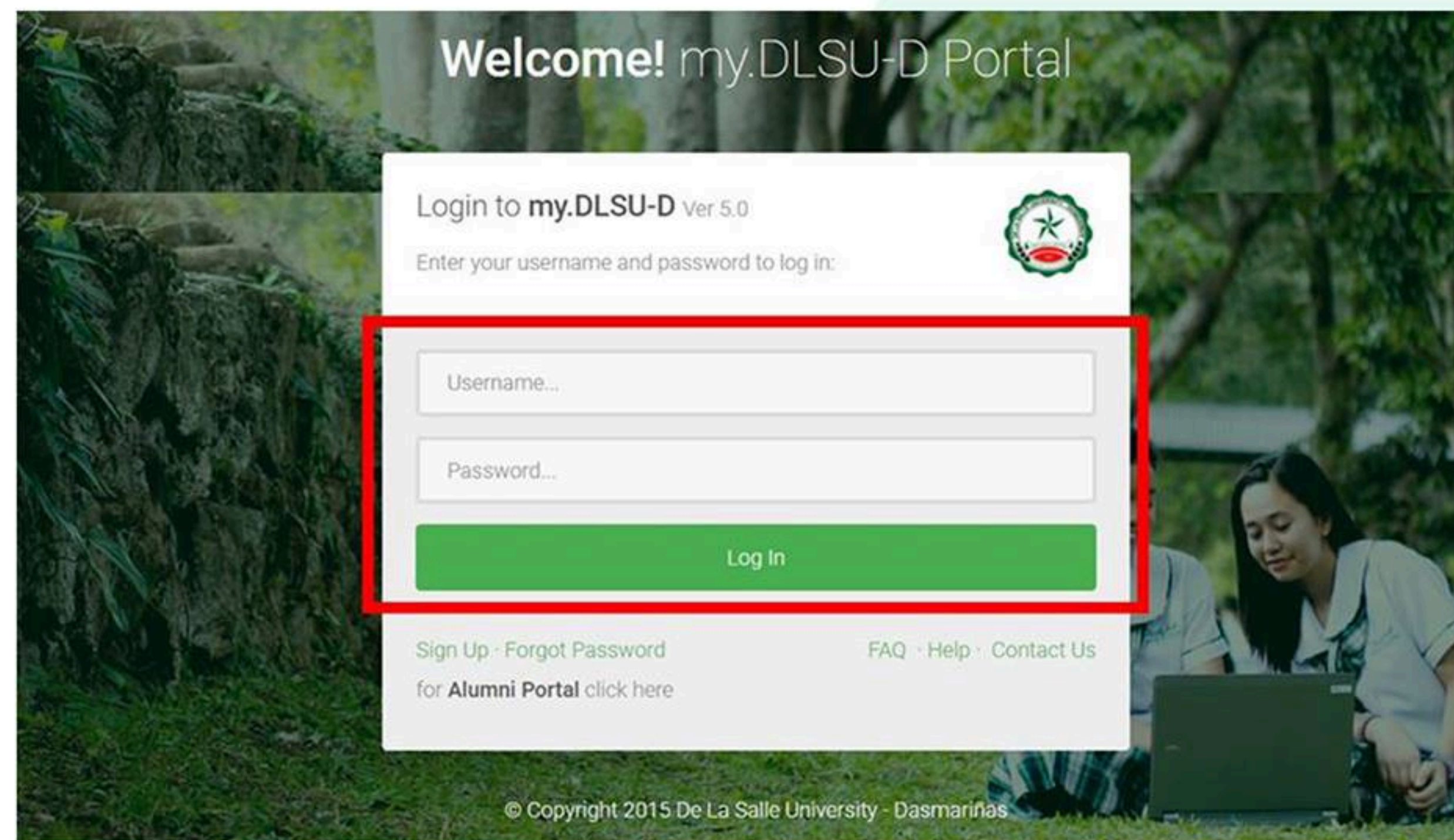


## Online Enrollment (OnE)

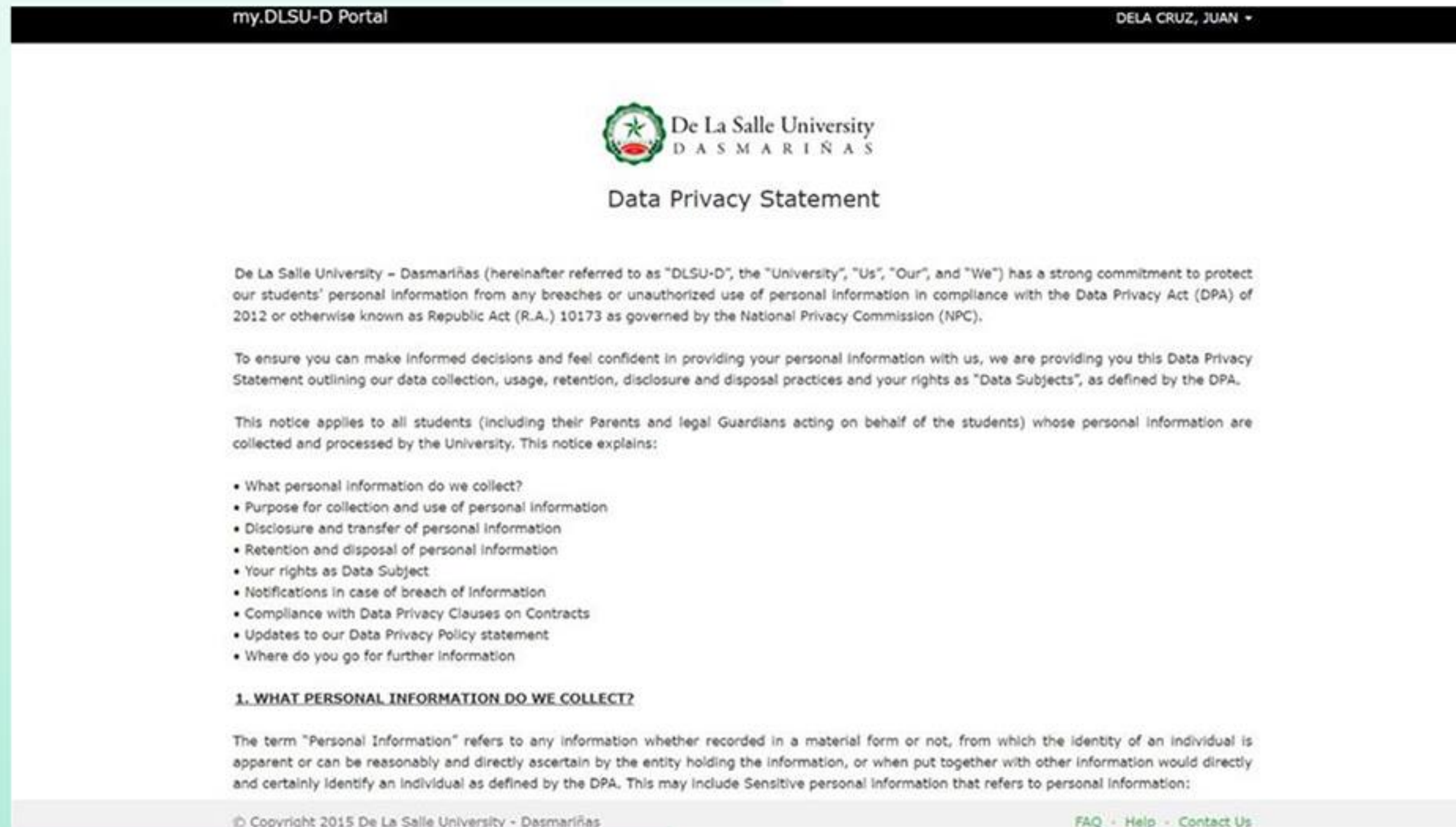
1. Go to [pearl.dlsud.edu.ph/mydlsud/login.aspx](http://pearl.dlsud.edu.ph/mydlsud/login.aspx)




2. Log in to your account.



### 3. Read the DLSU-D Data Privacy Statement.



my.DLSU-D Portal DELA CRUZ, JUAN ▾

  
**Data Privacy Statement**

De La Salle University – Dasmariñas (hereinafter referred to as “DLSU-D”, the “University”, “Us”, “Our”, and “We”) has a strong commitment to protect our students’ personal information from any breaches or unauthorized use of personal information in compliance with the Data Privacy Act (DPA) of 2012 or otherwise known as Republic Act (R.A.) 10173 as governed by the National Privacy Commission (NPC).

To ensure you can make informed decisions and feel confident in providing your personal information with us, we are providing you this Data Privacy Statement outlining our data collection, usage, retention, disclosure and disposal practices and your rights as “Data Subjects”, as defined by the DPA.

This notice applies to all students (including their Parents and legal Guardians acting on behalf of the students) whose personal information are collected and processed by the University. This notice explains:

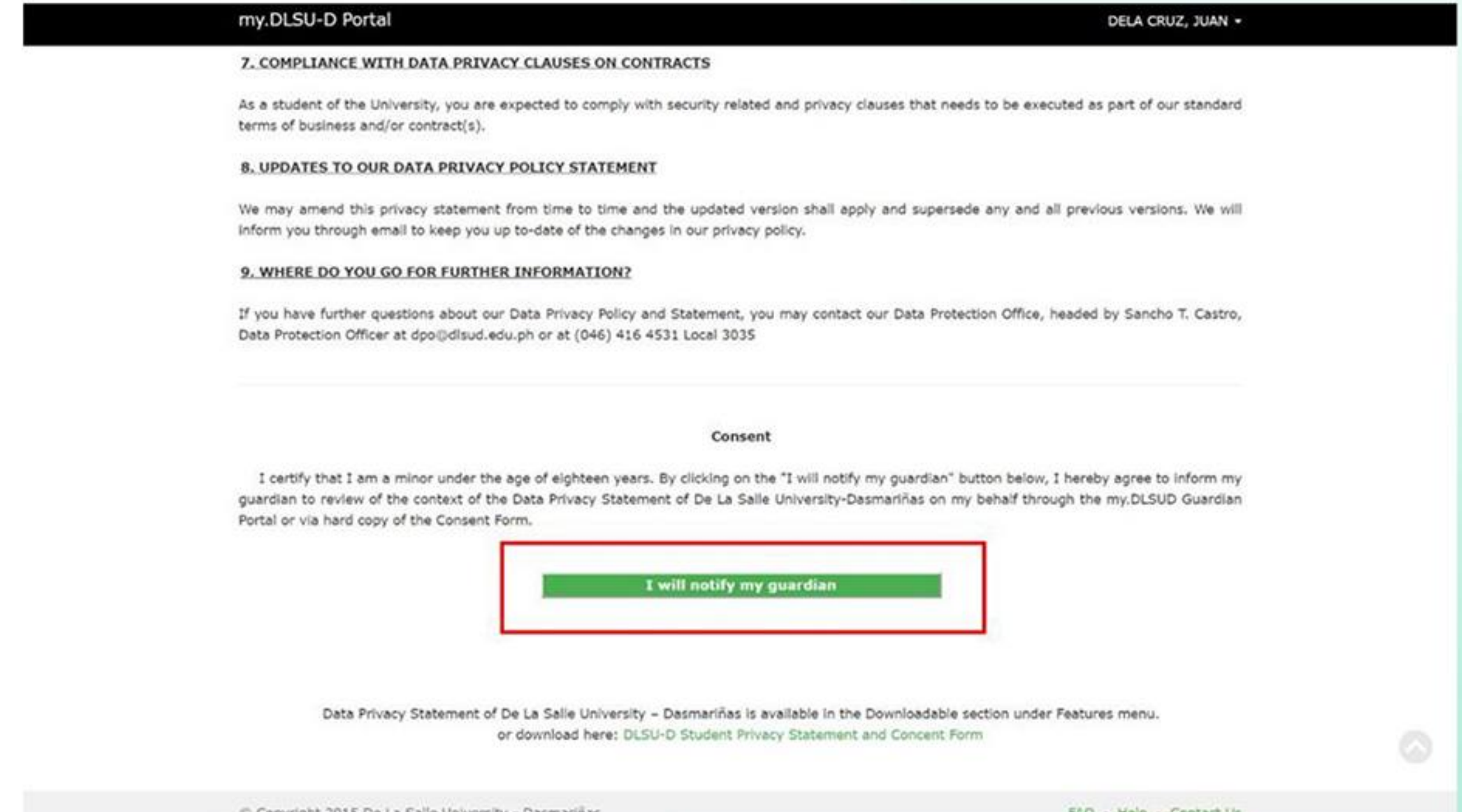
- What personal information do we collect?
- Purpose for collection and use of personal information
- Disclosure and transfer of personal information
- Retention and disposal of personal information
- Your rights as Data Subject
- Notifications in case of breach of information
- Compliance with Data Privacy Clauses on Contracts
- Updates to our Data Privacy Policy statement
- Where do you go for further information

**1. WHAT PERSONAL INFORMATION DO WE COLLECT?**

The term “Personal Information” refers to any information whether recorded in a material form or not, from which the identity of an individual is apparent or can be reasonably and directly ascertain by the entity holding the information, or when put together with other information would directly and certainly identify an individual as defined by the DPA. This may include Sensitive personal information that refers to personal information:

© Copyright 2015 De La Salle University – Dasmariñas FAQ · Help · Contact Us

### 4. Navigate the bottom of the page, click agree and submit consent.



my.DLSU-D Portal DELA CRUZ, JUAN ▾

**7. COMPLIANCE WITH DATA PRIVACY CLAUSES ON CONTRACTS**

As a student of the University, you are expected to comply with security related and privacy clauses that needs to be executed as part of our standard terms of business and/or contract(s).

**8. UPDATES TO OUR DATA PRIVACY POLICY STATEMENT**

We may amend this privacy statement from time to time and the updated version shall apply and supersede any and all previous versions. We will inform you through email to keep you up-to-date of the changes in our privacy policy.

**9. WHERE DO YOU GO FOR FURTHER INFORMATION?**

If you have further questions about our Data Privacy Policy and Statement, you may contact our Data Protection Office, headed by Sancho T. Castro, Data Protection Officer at [dpo@dlsud.edu.ph](mailto:dpo@dlsud.edu.ph) or at (046) 416 4531 Local 3035

---

**Consent**

I certify that I am a minor under the age of eighteen years. By clicking on the “I will notify my guardian” button below, I hereby agree to inform my guardian to review of the context of the Data Privacy Statement of De La Salle University-Dasmariñas on my behalf through the my.DLSUD Guardian Portal or via hard copy of the Consent Form.

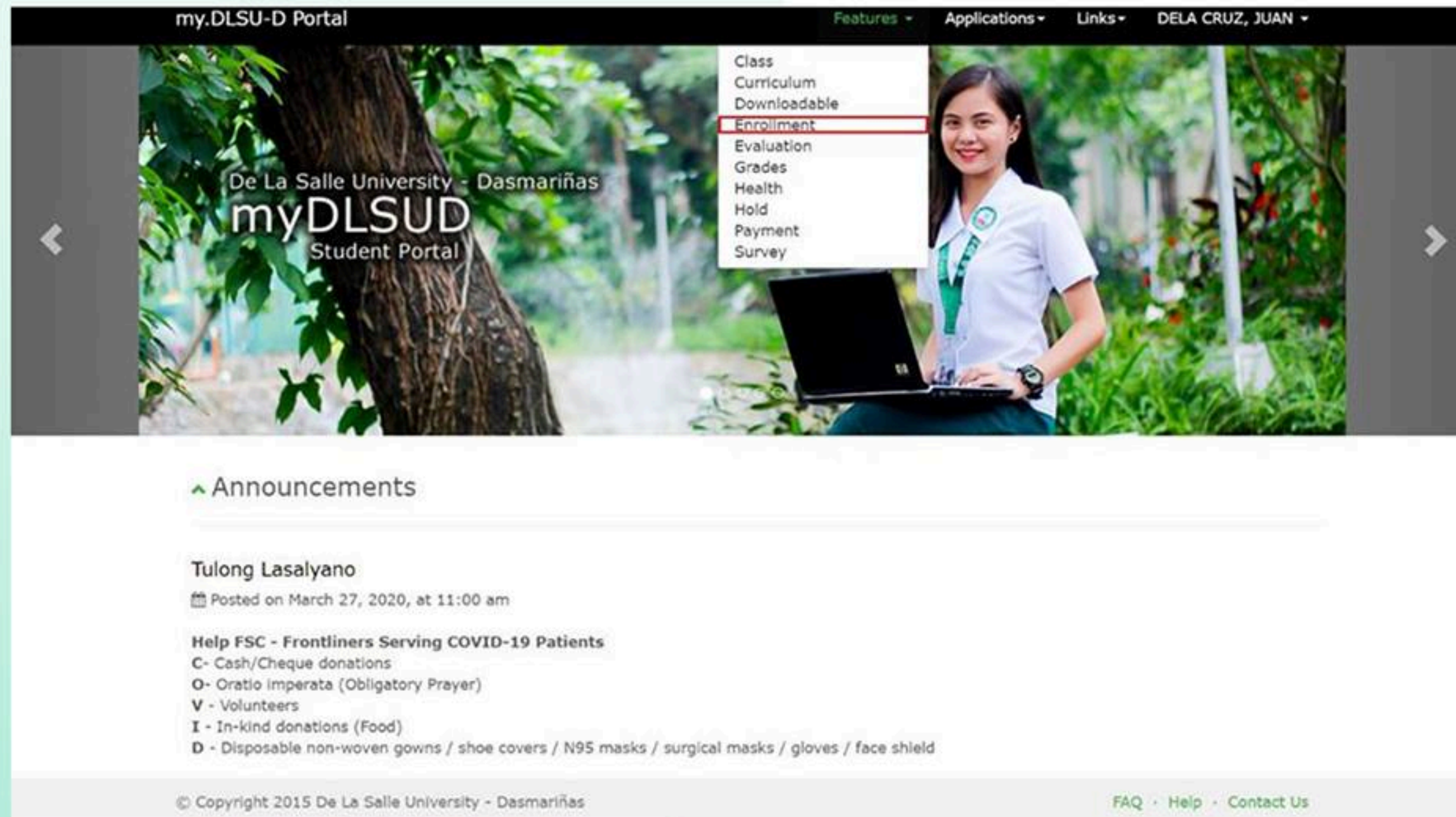
**I will notify my guardian**

Data Privacy Statement of De La Salle University – Dasmariñas is available in the Downloadable section under Features menu.  
or download here: [DLSU-D Student Privacy Statement and Consent Form](#)

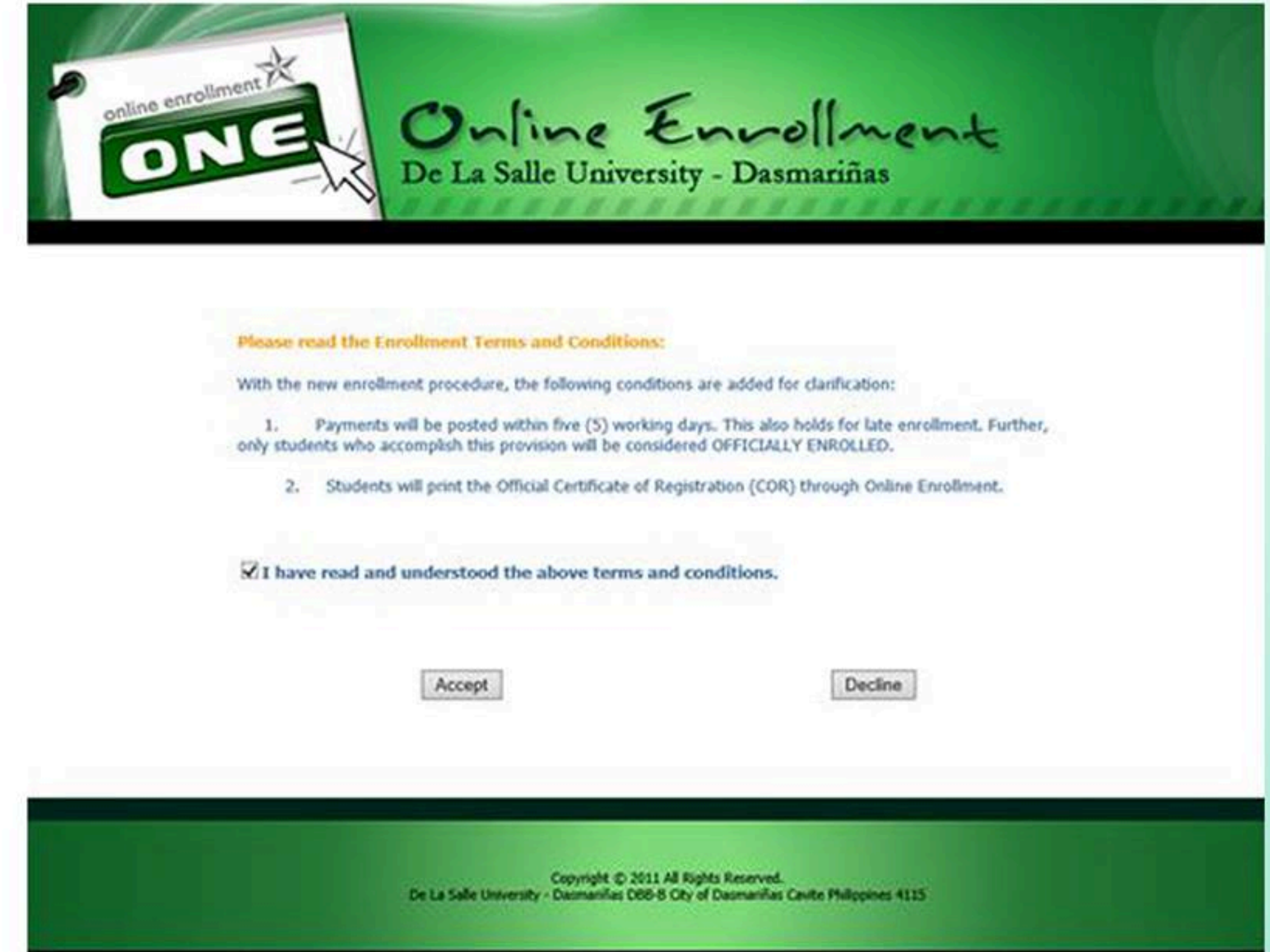
© Copyright 2015 De La Salle University – Dasmariñas FAQ · Help · Contact Us



5. On the Homepage, click Features menu and select Enrollment.



6. Read the Enrollment Terms and Conditions and click Accept.



## 7. Pre-registration

### 7.1 Click the Pre-registration button.

**Step 1 of 1: Pre-register**  
 Instructions: [hide](#)

1.1: Double check your subject/s to be taken(Advised Subjects).  
 1.2: To reserve subject, click the "Reserve" button.  
 1.3: Finally, click the "View PreReg Subjects" link to check your reserved subjects.  
 1.4: For queries, please proceed to Counter 1 of the Registrar's Office.

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SOHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFIL111	TV11	KOMUNIKASYON AT PANANALIKSIK SA WIKA AT KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

Total Units: **41.0** Max Units Allowed: **41** Deload Units: **0**

- Subject Cancelled (Prerequisite subject failed or subject already taken)
- Subject Available
- Subject Closed

[Reserve](#) [Plot Schedule](#)

[View Requested Subjects](#)

**Account Information**  
 SENIOR HIGH SCHOOL  
 MARIA DOLORES ELISA B. MURE TVL11  
 200000055

**Transaction**  
 First Semester, SY 2020-2021

- Pre Registration** (highlighted)
- Registration
- Petition a Subject
- Payment
- Subject Inquiry

**Need Help**

- OnE Manual
- Contact Us
- FAQ
- FB Account
- Comment

### 7.2 This link shows the list of Advised subjects.

Check the color scheme for the cancelled, available, and closed subjects. Click "Reserve" button to be assured of a slot for each subject.

**Step 1 of 1: Pre-register**  
 Instructions: [hide](#)

1.1: Double check your subject/s to be taken(Advised Subjects).  
 1.2: To reserve subject, click the "Reserve" button.  
 1.3: Finally, click the "View PreReg Subjects" link to check your reserved subjects.  
 1.4: For queries, please proceed to Counter 1 of the Registrar's Office.

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SOHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFIL111	TV11	KOMUNIKASYON AT PANANALIKSIK SA WIKA AT KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

Total Units: **41.0** Max Units Allowed: **41** Deload Units: **0**

- Subject Cancelled (Prerequisite subject failed or subject already taken)
- Subject Available
- Subject Closed (highlighted)

[Reserve](#) [Plot Schedule](#)

[View Requested Subjects](#)

**Account Information**  
 SENIOR HIGH SCHOOL  
 MARIA DOLORES ELISA B. MURE TVL11  
 200000055

**Transaction**  
 First Semester, SY 2020-2021

- Pre Registration
- Registration
- Petition a Subject
- Payment
- Subject Inquiry

**Need Help**

- OnE Manual
- Contact Us
- FAQ



7.3 After reserving the subjects, this line will appear “Pre-registration Completed”. View your pre-registered subjects by clicking “View PreReg Subjects” link.

**Step 1 of 1: Pre-register**  
 Instructions: [hide](#)

- 1.1: Double check your subject/s to be taken(Advised Subjects).
- 1.2: To reserve subject, click the "Reserve" button.
- 1.3: Finally, click the "View PreReg Subjects" link to check your reserved subjects.
- 1.4: For queries, please proceed to Counter 1 of the Registrar's Office.

PreRegistration

Advised Subjects

CourseCode	SectCode	CourseTitle	Units	From	To	Days	Room	A.Slot
SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1	50
SCHV111	TV11	CHRISTIAN VALUES I	2.00	1230	1430	M	JHS227	50
SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232	50
SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2	50
SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	H	JHS226	50
SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229	50
SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1	50
SFL111	TV11	KOMUNGKASYON AT PANANALAKSIK SA WIKSA AT KULTURANG	4.00	830	1130	W	JHS121	50
SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1430	1600	M	JHS228	50
SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND T	4.00	1300	1430	W	JHS236	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228	50
SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239	50
SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1	50
STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA	50
STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA	50

Total Units: **41.0** Max Units Allowed: **41** Deload Units: **0**

Legend:  
 - Subject Cancelled (Prerequisite subject failed or subject already taken)  
 - Subject Available  
 - Subject Closed

**Pre-Registration Completed**  
[View PreReg Subjects | Plot Schedule](#)  
 Proceed to Registration

7.4 You can check whether there are conflicts in your class schedule. Just click the “Plot Schedule” link.

Save	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
700			SFIL111		SFIL111		
800		SPEH111					
900			SFIL121	SHOM111	SFIL121		
1000		SCHV111	SLIT111		SLIT111		
1100				SBIO111L			
1200							
1300		SCI111	SENG111		SENG111		
1400							
1500		SMAT112	SSTE111	SMAT112	SCI111		
1600		SMAT111		SMAT111			
1700							



## 8. Registration

8.1 Click the “Proceed to Registration” button or “Registration” Link.

8.2 Check the pre-registered subjects that will appear on the screen.

8.3 Choose payment scheme. (Full or Installment)

Class ID	Course Code	Section Code	Course Title	Units	Available Slot
227	SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	49
228	SCHV111	TV11	CHRISTIAN VALUES 1	2.00	49
229	SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	49
280	SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	49
281	SENG111	TV11	ORAL COMMUNICATION	4.00	49
282	SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	49
283	SFIL111	TV11	KOMUNIKASYON AT PANANALIKSIK SA WIKA AT KULTURANG FILIPINO	4.00	49
284	SHOM111	TV11	HOMEROOM	0.00	49
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	49
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	49
287	SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	49
288	STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	49
289	STVE111	TV11	ELECTIVE	2.00	49

[Plot Schedule](#)

Intensive Units: 0.0	Non Academic Units: (0.0)
Total Units: 41.00	Max Units Allowed: 41 Deload Units: 0

Choose Payment Scheme

Full

Installment

Note: If you want to choose Salary Deduction as payment scheme, please choose the "Installment" option.

Projected Assessment

Fee	Amount
Tuition	48339.00
Misc	5120.00
Other	10250.00
CompLabFee	500.00
TLE/HE Lab.	1400.00
Installment Fee/Disc	0.00

Total Assessment: 65,609.00	Payment Upon Enrollment: 26,243.60
Number of Installments: 3	Payment for Midterms: 19,682.70
	Payment for Finals: 19,682.70

- [Petition a Subject](#)
- [Payment](#)
- [Subject Inquiry](#)

Need Help

- [OnE Manual](#)
- [Contact Us](#)
- [FAQ](#)
- [FB Account](#)
- [Comment](#)

9. Read the reminders then check “I have read and understood the above reminders.” Click “Proceed to Payment” link if you wish to pay online. If you wish to pay through a bank, click “Print Confirmation Slip” to print the Confirmation Slip.

Registered Subject/s

Date Posted: Not posted Trans No.1

Class ID	Course Code	Sect Code	Course Title	Units	From	To	Days	Room
277	SBPP111L	TV11	BREAD AND PASTRY PRODUCTION (NCII)	4.00	830	1130	T	FOOD LAB 1
278	SCHV111	TV11	CHRISTIAN VALUES 1	2.00	1230	1430	M	JHS227
279	SCL111	TV11	EARTH AND LIFE SCIENCE	4.00	700	830	MW	JHS232
280	SCOM111L	TV11	EMPOWERMENT TECHNOLOGIES (FOR THE STRAND)	4.00	700	830	TH	JHS COMP LAB 2
281	SENG111	TV11	ORAL COMMUNICATION	4.00	1300	1430	H	JHS229
281	SENG111	TV11	ORAL COMMUNICATION	4.00	830	1000	M	JHS226
282	SFBS111L	TV11	FOOD AND BEVERAGE SERVICES (NCII)	4.00	1300	1600	T	FOOD LAB 1
283	SFIL111	TV11	KOMUNIKASYON AT PANANALIKSIK SA WIKA AT KULTURANG FILIPINO	4.00	830	1130	W	JHS121
284	SHOM111	TV11	HOMEROOM	0.00	1000	1100	M	JHS245
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	1430	1600	M	JHS228
285	SLIT111	TV11	21ST CENTURY LITERATURE FROM THE PHILIPPINES AND THE WORLD	4.00	1300	1430	W	JHS236
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	1430	1600	H	JHS239
286	SMAT111	TV11	GENERAL MATHEMATICS	4.00	1600	1730	M	JHS228
287	SPEH111	TV11	PHYSICAL EDUCATION AND HEALTH 1	1.00	1630	1730	H	JHS COURT 1
288	STPS111	TV11	TOURISM PROMOTION SERVICES (NCII)	4.00	830	1130	H	TBA
289	STVE111	TV11	ELECTIVE	2.00	1430	1630	W	TBA

[Plot Schedule](#)

Intensive Units: 0.0	Non Academic Units: (0.0)
Total Units: 41.00	Max Units Allowed: 41 Deload Units: 0

Assessment

Fee	Amount	Upon Enrollment
Tuition	48339.00	26,243.60
Misc	5120.00	
Other	10250.00	
CompLabFee	500.00	
TLE/HE Lab.	1400.00	
<b>Total: 65,609.00</b>		<b>Midterms: 19,682.70</b>
<b>Payment Scheme: INSTALLMENT</b>	<b>No. of Installments: 3</b>	<b>Finals: 19,682.70</b>

Reminders

- Regular students or those who did not incur any academic deficiency, are advised to enroll in block sections;
- Students are not allowed to remove all their subjects via OnE. Go to the Registrar Office for inquiry;
- Dropping subject/s(No Refund Period) are not covered by OnE. Go to the Registrar Office for inquiry;
- Failure to enroll on or before the cut-off date means forfeiture of your reserved slots;
- Only graduating students may be given an overload. Go to the Registrar Office for inquiry;

I have read and understood the above reminders.

[Proceed to Payment](#) [Print Confirmation Slip](#)

- [Pre Registration](#)
- [Registration](#)
- [Petition a Subject](#)
- [Payment](#)
- [Subject Inquiry](#)

Need Help

- [OnE Manual](#)
- [Contact Us](#)
- [FAQ](#)
- [FB Account](#)
- [Comment](#)



## 10. Sample Confirmation Receipt

**Online Enrollment  
Confirmation Receipt**

Sem/Term: First SY: 2020 - 2021  
 Student No.: 200000055 TransNo.: 1  
 Name: MUHI, MARIA DOLORES ELISA B.  
 Program Code/Year Level/Section: TVL11  
 Date Registered: 4/21/2020 6:15:05 PM

**Total Assessment: 65,609.00**  
**Upon Enrollment: 26,243.60**  
**Midterm: 19,682.70**  
**Finals: 19,682.70**

**Payment Scheme: INSTALLMENT**  
**No. of Installment: 3**

**1IMMB4100BEBEC237656090110421612P**

**NOTES:**  
 1. Please present this confirmation receipt upon payment.  
 2. Payments will be entertained at Counter 14-16 (Ayuntamiento) and any of the following payment centers: (Please use student ID# as reference number & DLSU-Dasmariñas as merchants name)  
 3. Your transaction will be posted within 5 working days after payment date. In case your transaction is not yet posted after five working days, please verify with the Finance & Accounting Office if your payment has been received.  
 4. Full payment upon enrollment is entitled to 4% rebate on tuition fee only to be credited to the next semester's enrollment.  
 5. For installment basis, outstanding balances should be paid before the final exam to avoid penalties.  
 6. Penalties will be applied to the total unpaid balance after day one (1) of the final exam period.  
 7. Payment Scheme  
 a. Full payment upon enrollment  
 b. Installment  
 For Regular Semester:  
 40% Due upon enrollment  
 30% Due on or before Midterm Exam  
 30% Due on or before Final Exam  
 8. Student is considered OFFICIALLY ENROLLED if payment of 26,243.60 has been made on or before 01/10/2020.

SM Bills Payment (Cavite Area Only)      Metrobank Bills Payment  
 BPI Bills Payment      Union Bank Bills Payment

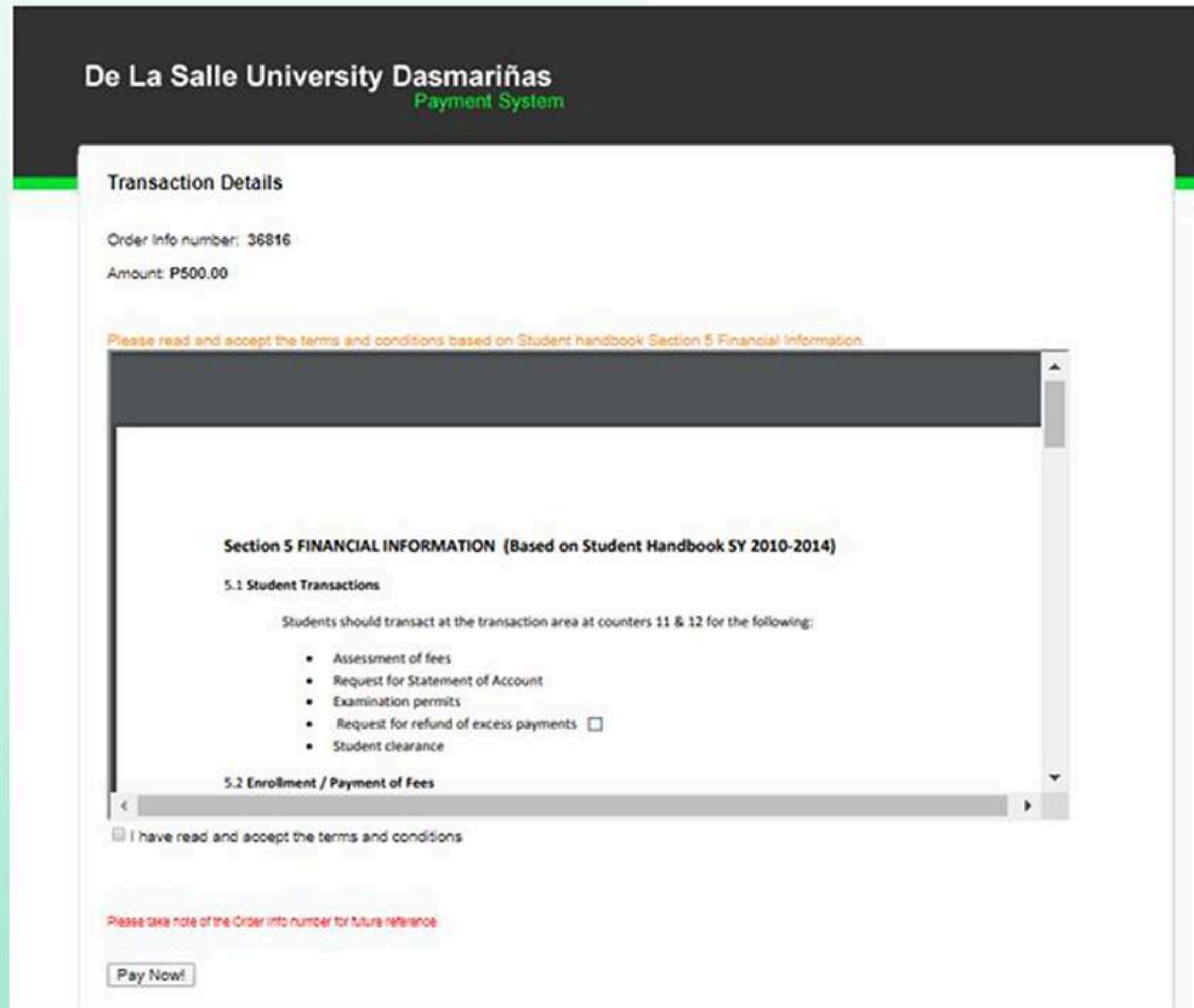
Last day of Payment: **01/10/2020** Print

## Online Payment

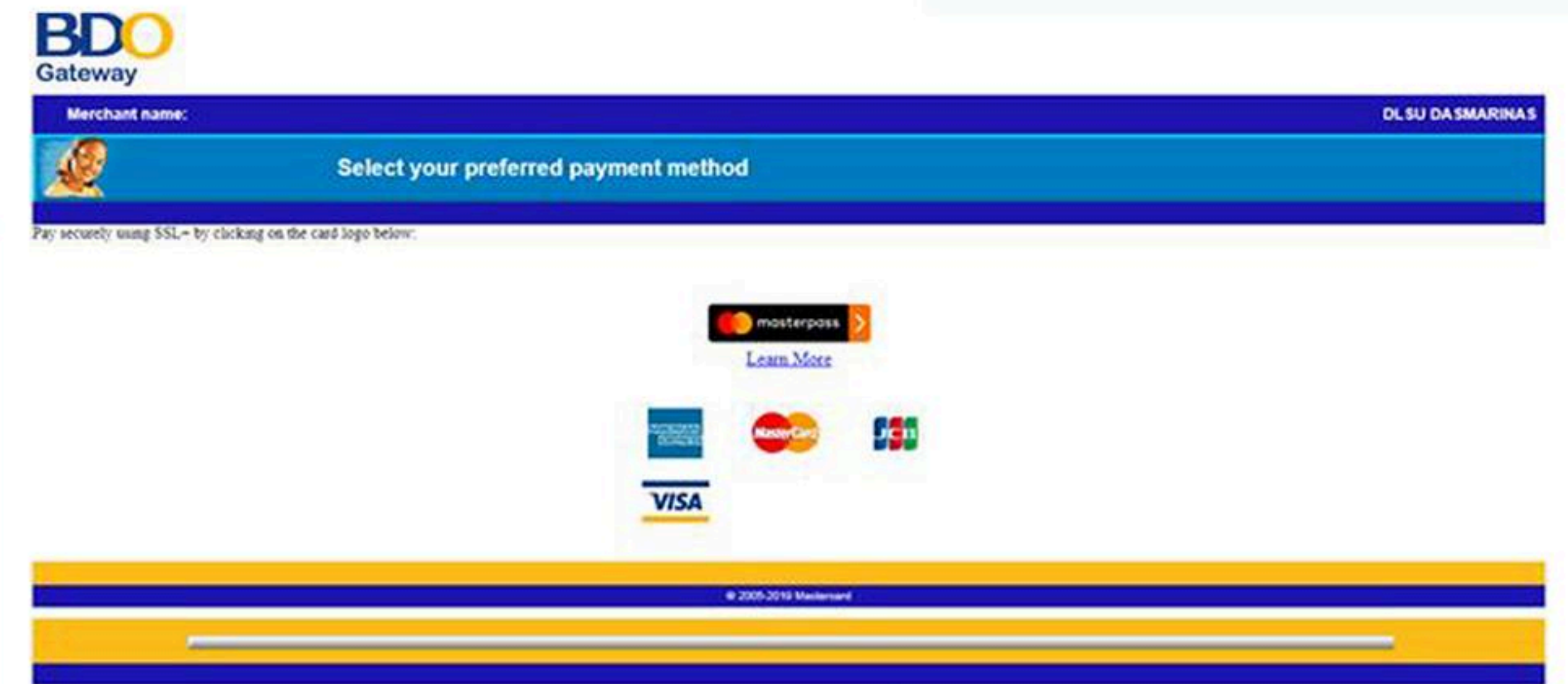
1. Enter the amount and click next.



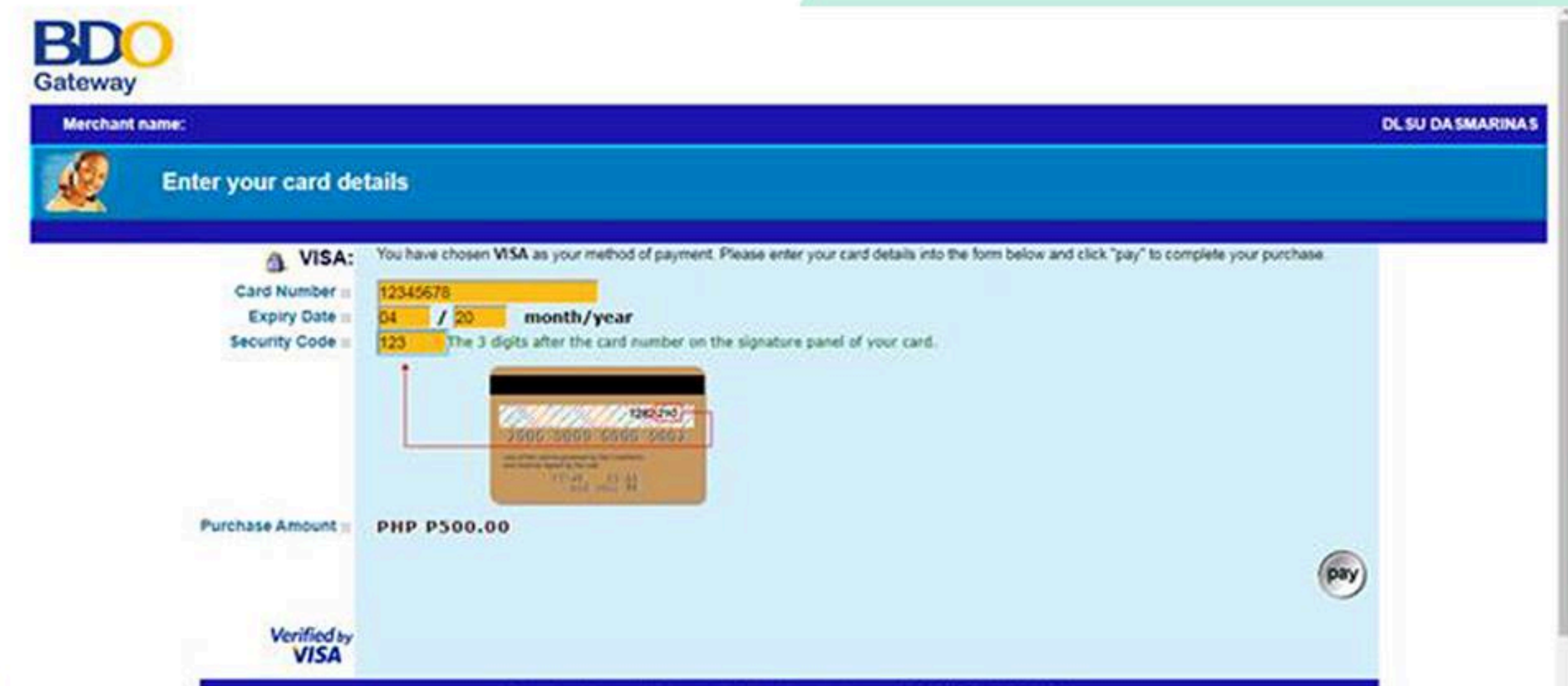
- 1.1 Read the terms and conditions
- 1.2 Click the checkbox button
- 1.3 Click Pay now



2. Choose and click the logo of your credit card.



- 2.1 Input your credit card details and click pay
- 2.2 Wait for confirmation





## Bank Payment Options

BPI Bills Payment

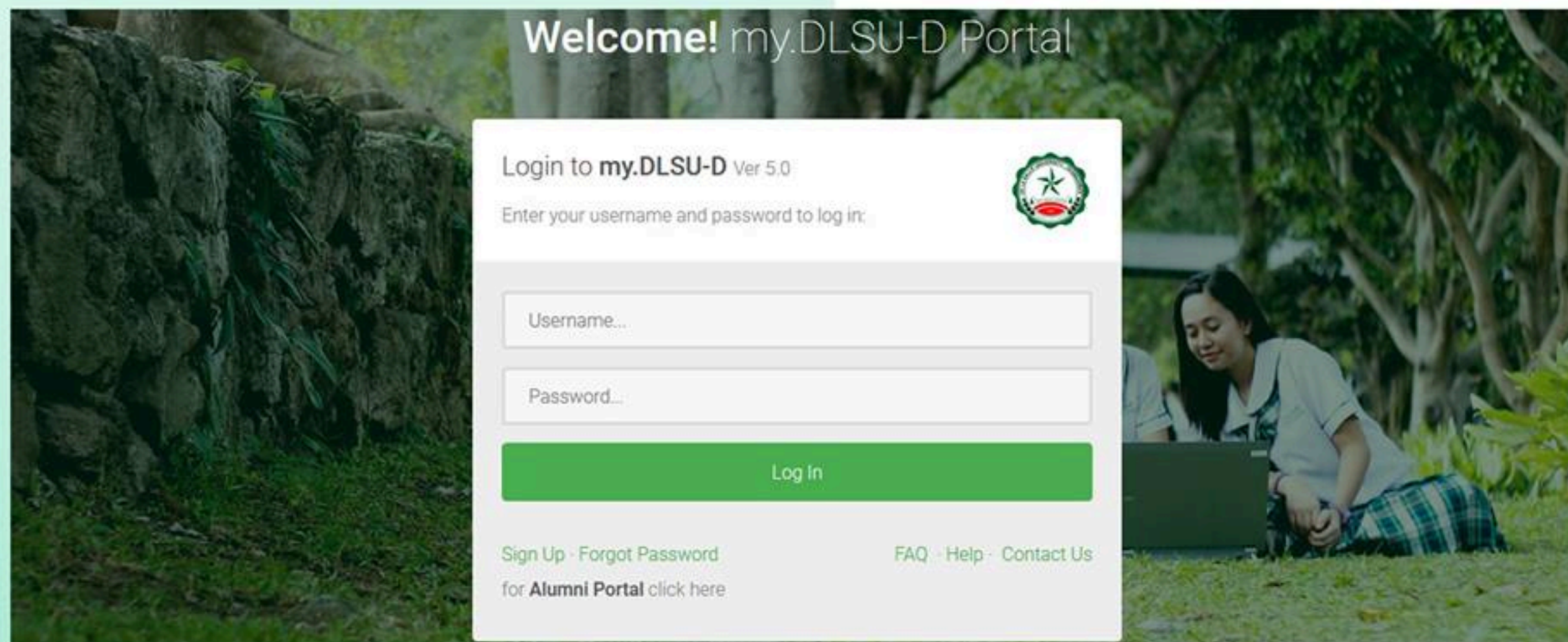
Metrobank Bills Payment

Union Bank Bills Payment

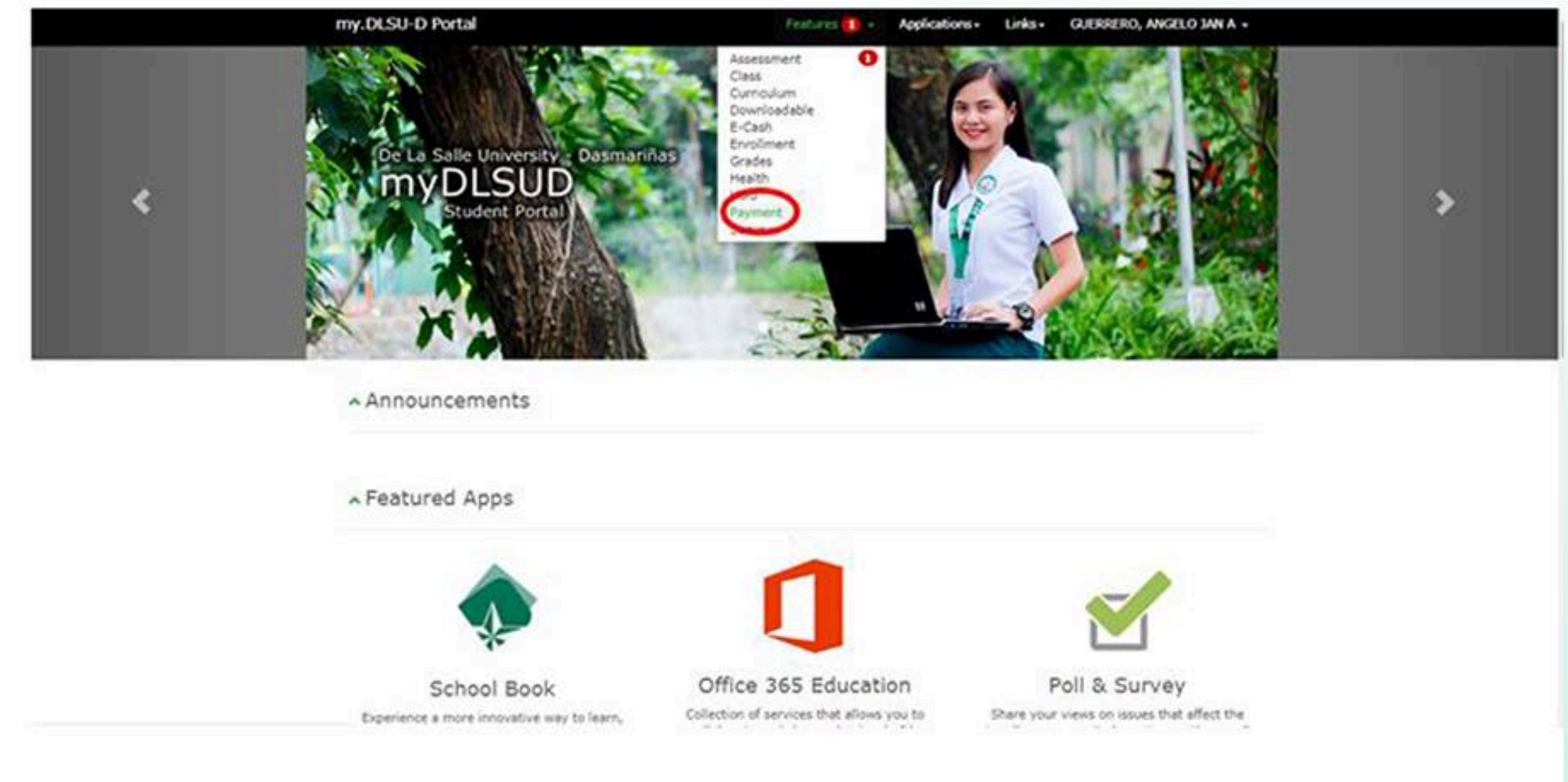
SM Bills Payment Centers (Cavite area only)

## To view your transaction history

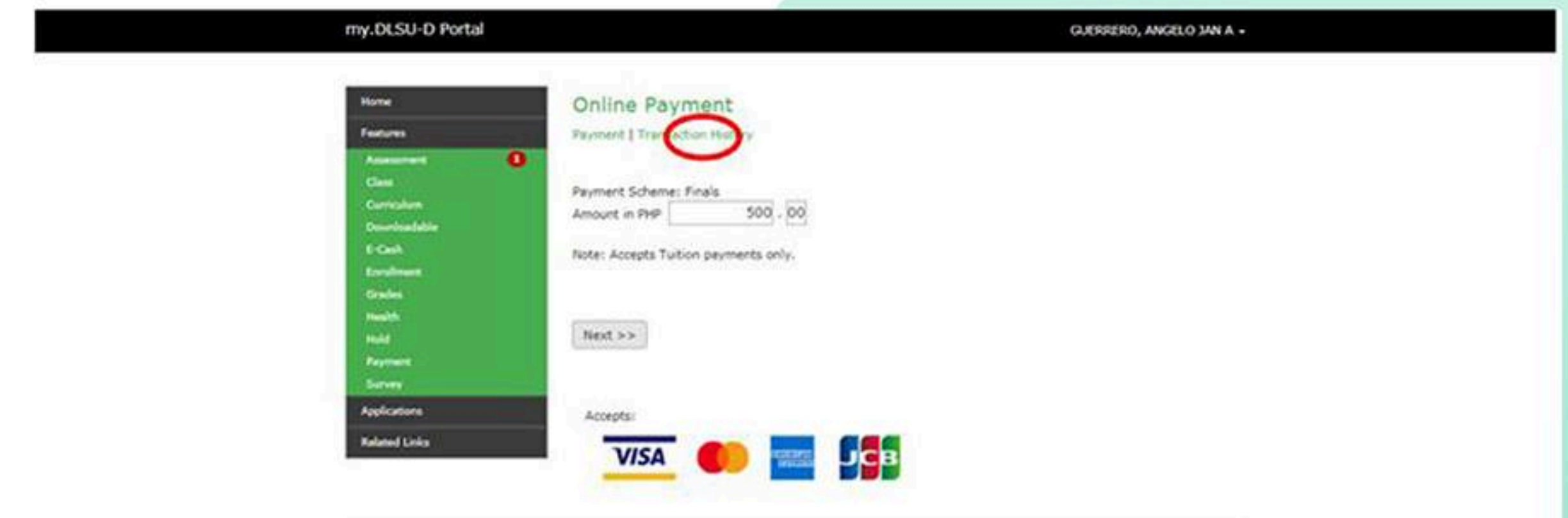
1.1 Go to [pearl.dlsud.edu.ph/mydlsud/login.aspx](http://pearl.dlsud.edu.ph/mydlsud/login.aspx)



1.2 Go to Features and click Payments



1.3 Click Transaction history



## New Transaction

1.1 Once the payment has been posted, the date and time will appear on the list of enrolled subjects together with the number of transaction. The New Transaction link then becomes available during the Adding/Dropping period.

Registration

Enrolled Subject/s

Date Posted: 1/25/2011 10:09:09 AM Trans No. 1

Class ID	Course Code	Sect Code	Course Title	Units	From	To	Days	Room
1125	ACTG101b	S02	PRINCIPLES OF ACCOUNTING	3.00	1300	1430	TH	GDO204
1131	BESC105	S02	ART APPRECIATION	3.00	1600	1730	MW	CTH104
1274	ELEC101f	S05	ITE ELECTIVE 1	3.00	830	1130	F	COS107/108
1274	ELEC101f	S05	ITE ELECTIVE 1	3.00	830	1030	M	MTH106
1353	INTE221L	S02	WEB DEVELOPMENT	3.00	830	1000	H	COS103/104
1353	INTE221L	S02	WEB DEVELOPMENT	3.00	830	1000	T	GDO204
1407	ITCS222	S02	DATABASE MANAGEMENT SYSTEM 1	3.00	1000	1130	TH	MTH103
1472	LITT102	S05	LITERATURES OF THE WORLD	3.00	1430	1600	MW	CTH104
1555	PHED104	S06	TEAM SPORTS	2.00	1530	1730	T	ULS
1626	REED144	S06	SPIRITUALITY OF SOCIAL TRANSFORMATION	3.00	1130	1300	MF	GDO204

Plot Schedule

Intensive Units: 0.0 Non Academic Units: (0.0)  
Total Units: 23.00 Maximum Units Allowed: 20

Assessment

Fee	Amount	Upon Enrolment (20%)
Tuition	35190.00	P 8,719.00
Misc	4650.00	Monthly (20%) (x4)
Other	2067.00	P 8,719.00
CoSLab	1690.00	
<b>Total: P 43,597.00</b>		

Reminders

- Regular students or those who did not incur any academic deficiency, are advised to enroll in block sections!
- Students are not allowed to remove all their subjects via OnE. Go to the Registrar Office for inquiry!
- Dropping subject(s)(No Refund Period) are not covered by OnE. Go to the Registrar Office for inquiry!
- Failure to enroll on or before the cut-off date means forfeiture of your reserved slots!
- Only graduating students may be given an overload. Go to the Registrar Office for inquiry!

I have read and understood the above reminders.

Print Confirmation Slip

[New Transaction](#)

View Posted Trans 1 | Trans 2 | Trans 3

## 1.2 To add subject:

- From Subject/Class Offering, type the coursecode or course title in the search box and click Ok button.
- In the Class ID column, click the class ID of the subject to view the schedule, then click the Add Subject button. If the subject was successfully added, it will appear in My Current Subject/s.

1.1: To add subject:  
1.1.a: From Subject/Class Offering, type the coursecode/course title in the search box and click "OK" button.  
1.1.b: Click in the "Class ID" column the number to show the schedule of that subject and  
1.1.c: Click the "Add Subject" button to add that subject.

1.2: To remove subject:  
1.2.a: From My Current Subject/s, click in the "Class ID" column the number that you want to be removed and  
1.2.b: Click the "Remove Subject" button to remove that subject.

1.3: Finally, click "Register" button to register your subjects.  
1.4: For queries, please proceed to Counter 1 of the Registrar's Office. Last day of Registration: 05/30/2017.

NOTE: You can't change your subjects or schedule once you registered.

Registration

Trans No. 1  
Date Posted: [Date Posted]

My Current Subject/s

Class ID	Course Code	Section Code	Course Title	Units	Available Slot
966	GRBI202	SG01	BIORESEARCH	3.00	0
967	GRES223	SG01	CONTEMPORARY ISSUES AND DEVELOPMENT IN ENVIRONMENT	3.00	0

Plot Schedule

Remove Subject

Intensive Units: 0.0 Non Academic Units: (0.0)  
Total Units: 6.00 Max Units Allowed: 13 Deload Units: 0

Subject/Class Offering

Search CourseCode/Title  OK  Advance Search

Class ID	Course Code	Section Code	Course Title	Units	Available Slot	ClassID	From	To	Room	Days
966	GRBI202	SG01	BIORESEARCH	3.00	0	965	0	0		
965	GREN222	SG01	PHIL. ENVIRONMENTAL LAWS/POLICIES	3.00	1					
967	GRES223	SG01	CONTEMPORARY ISSUES AND DEVELOPMENT IN ENVIRONMENT	3.00	0					

[Add Subject](#)

Register

NOTE: The schedule may change without prior notice. Failure to register on or before the cut-off date means forfeiture of your reserve slots.

View Posted Trans 1 | Trans 2 | Trans 3

Logout

PATRICIA SOLARES, ALBIS  
GES11  
201540458

Transaction

First Semester, SY 2017-2018

- Pre Registration
- Registration
- Petition a Subject
- Payment

Need Help

- OnE Manual
- Contact Us
- FAQ
- Comments
- FB Account



### 1.3 To remove subject:

1. From My Current Subject/s in the Class ID column, click the class ID of the subject you want to remove, then
2. Click the Remove Subject button to remove the subject.

**Step 1 of 2: Enlistment & Register**

Instructions: [hide](#)

1.1: To add subject:  
1.1.a: From **Subject/Class Offering**, type the **coursecode/course title** in the **search box** and click **"OK"** button.  
1.1.b: Click in the **"Class Id"** column the **number** to show the schedule of that subject and  
1.1.c: Click the **"Add Subject"** button to add that subject.  
1.2: To remove subject:  
1.2.a: From **My Current Subject/s**, click in the **"Class Id"** column the **number** that you want to be removed and  
1.2.b: Click the **"Remove Subject"** button to remove that subject.  
1.3: Finally, click **"Register"** button to register your subjects.  
1.4: For **queries**, please proceed to **Counter 1** of the **Registrar's Office**. Last day of Registration: **05/30/2017**.

NOTE: You can't change your subjects or schedule once you registered.

Registration Trans No. **1**  
Date Posted: [Date Posted]

My Current Subject/s					Schedule/s					
Class ID	Course Code	Section Code	Course Title	Units	Available Slot	Class ID	From	To	Room	Days
966	GRBI202	SG01	BIORESEARCH	3.00	0	966	0	0		
967	GRES223	SG01	CONTEMPORARY ISSUES AND DEVELOPMENT IN ENVIRONMENT	3.00	0					

[Plot Schedule](#)

**Remove Subject**

Intensive Units: **0.0** Non Academic Units: **(0.0)**  
Total Units: **6.00** Max Units Allowed: **13** Deload Units: **0**

Subject/Class Offering Schedule/s  
Search CourseCode/Title    Advance Search

NOTE: The schedule may change without prior notice. Failure to register on or before the cut-off date means forfeiture of your reserve slots.

### 1.4 The transaction will only be considered official if you click Register:

1. From My Current Subject/s, check if all the subjects that you want to enrol were already added, then
2. Click the Register button to finalize the adding and dropping of subjects.
3. Print Confirmation slip for the 2nd and 3rd transaction.

**Step 1 of 2: Enlistment & Register**

Instructions: [hide](#)

1.1: To add subject:  
1.1.a: From **Subject/Class Offering**, type the **coursecode/course title** in the **search box** and click **"OK"** button.  
1.1.b: Click in the **"Class Id"** column the **number** to show the schedule of that subject and  
1.1.c: Click the **"Add Subject"** button to add that subject.  
1.2: To remove subject:  
1.2.a: From **My Current Subject/s**, click in the **"Class Id"** column the **number** that you want to be removed and  
1.2.b: Click the **"Remove Subject"** button to remove that subject.  
1.3: Finally, click **"Register"** button to register your subjects.  
1.4: For **queries**, please proceed to **Counter 1** of the **Registrar's Office**. Last day of Registration: **05/30/2017**.

NOTE: You can't change your subjects or schedule once you registered.

Registration Trans No. **1**  
Date Posted: [Date Posted]

My Current Subject/s					Schedule/s					
Class ID	Course Code	Section Code	Course Title	Units	Available Slot	Class ID	From	To	Room	Days
966	GRBI202	SG01	BIORESEARCH	3.00	0	966	0	0		
967	GRES223	SG01	CONTEMPORARY ISSUES AND DEVELOPMENT IN ENVIRONMENT	3.00	0					

[Plot Schedule](#)

**Remove Subject**

Intensive Units: **0.0** Non Academic Units: **(0.0)**  
Total Units: **6.00** Max Units Allowed: **13** Deload Units: **0**


Subject/Class Offering Schedule/s  
Search CourseCode/Title    Advance Search


NOTE: The schedule may change without prior notice. Failure to register on or before the cut-off date means forfeiture of your reserve slots.



## Certificate of Registration (COR)

Claim official copy of Certificate of Registration from your Department during the assigned distribution schedule.



**De La Salle University**  
D A S M A R I N A S  
City of Dasmariñas, Cavite 4115 Philippines  
www.dlsud.edu.ph | Contact Nos. 046.481.1900 to 1930 • 02.779.5180 | 

### CERTIFICATE OF REGISTRATION

STUDENT NO: 201100858 STUDENT TYPE: REGULAR		SEMESTER and SCHOOL YEAR: Second , 2018-2019	
NAME: DELA CRUZ, JUAN T		You are considered OFFICIALLY ENROLLED if:	
PROGRAM CODE: CPE11		1. Payment has been made on or before 01/24/2019	
COLLEGE: CEAT		2. This copy has been stamped "ENROLLED" at the Office of the Registrar.	

COURSE CODE	SECTION CODE	COURSE TITLE	NO. OF UNITS	SCHEDULE			ASSESSMENT OF FEES	
				TIME	DAYS	ROOM		
D-REED122	T05	CHRISTIAN DISCIPLESHIP IN	3.00	700-830	MH	CTH110	Tuition	48816.00
G-ENGL122	T05	ENGLISH FOR PURPOSIVE COMM	3.00	1400-1530	TF	CTH110	Misc	10900.00
G-NSTP002	T05	COMMUNITY SERVICE BY FOCUS	3.00	900-1200	H	FIELD	Other	5052.00
G-PHED002	T05	INDIVIDUAL-DUAL SPORTS/DAN	2.00	900-1100	M	ULS	APM LAB.	850.00
G-SCTS001	T05	SCIENCE, TECHNOLOGY AND SO	3.00	1030-1200	S	CTH213	CETCompL	1774.50
S-EMAT002	T05	CALCULUS 2 FOR ENGINEERS	3.00	1030-1200	W	CTH110	PhysLabg	1326.00
S-EPHY001	T05	PHYSICS FOR ENGINEERS LEC	3.00	1215-1345	MH	CTH110	NSTP	1500.00
S-EPHY001LA	T05	PHYSICS FOR ENGINEERS LAB	1.00	1400-1700	H	PCH105/106		70,218.50
S-MATH001LC	T05	DATA ANALYSIS FOR ENGINEER	1.00	700-1000	T	COS101		
T-CPET121	T01	INTRODUCTION TO COMPUTATIO	2.00	1030-1230	F	CTH110		
T-CPET121LA	T01a	INTRODUCTION TO COMPUTATIO	1.00	700-1000	W	CTH111		
T-ENGM120	T05	APPLIED ENGINEERING SCIENC	3.00	700-1000	S	CTH110		
S-MATH001	T05	DATA ANALYSIS FOR ENGINEER	2.00	1500-1700	M	COS110		
		*** Nothing follows ***						
		NonAcad(3.00)Intensive(0.0	27.00					

**PAYMENT SCHEME**

Upon Enrollment (40%):  
P 28,087.00

Prelim (30%):  
P 21,066.00

Midterm (30%):  
P 21,066.00

P 0,000.00

LEGEND: M-Monday, T-Tuesday, W-Wednesday, H-Thursday, F-Friday, S-Saturday, U-Sunday

Processed by naran 4/23/2019 1:22:25 PM

NOTE: It is important to bring this whenever you are inside the campus. If your name does not appear on any of your professor's class lists despite having a stamped and signed COR, present this to him/her then VERIFY IMMEDIATELY at the Office of the Registrar.

## Other Links in OnE Homepage

**Profile** - This link contains personal information, program history, and admission data.

*If there are discrepancies in or questions about the information in this link, proceed to the Office of the Registrar - Counter 6.*

**Curriculum** - This link shows the assigned curriculum and flowchart you follow. The flowchart is color coded for easy reference. If you have doubt on the curriculum posted, consult your class adviser.

*Online Enrollment is curriculum-based, pre-requisites are followed and students cannot add subjects that are not included in the curriculum.*

**Transcript** - This link shows the unofficial and partial report of grades. If you believe there are discrepancies in the grades displayed, consult the concerned faculty.

**Subject Inquiry** - This link shows all the class schedules, available slots, and subjects offered during the particular semester.

**Petition a Subject** - The student can petition online if the subject is not offered.

