#### DlSU-D Junior High School

ONLINE ENROLLMENT: August 4 - 24, 2020

#### Online Enrollment Procedure

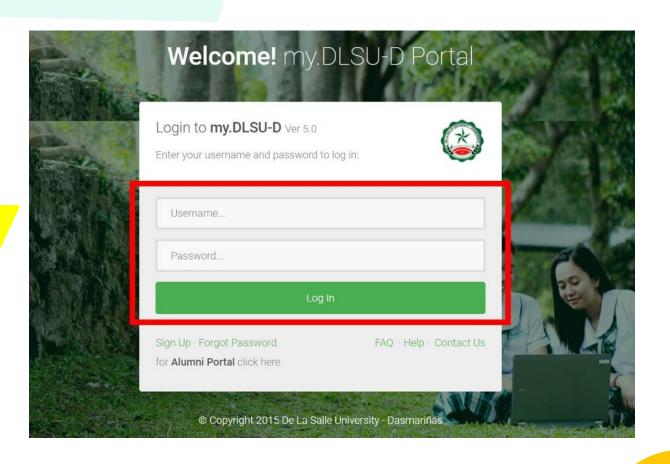
www.dlsud.edu.ph



1. Go to My.DLSU-D Student Portal:

http://pearl.dlsud.edu.ph/mydlsud/login.aspx

2. Log in to your account.



Data

Privacy

1. Read

Statement.

the

click agree and submit consent.

DLSU-D

2. Navigate to the bottom of the page,



#### 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:

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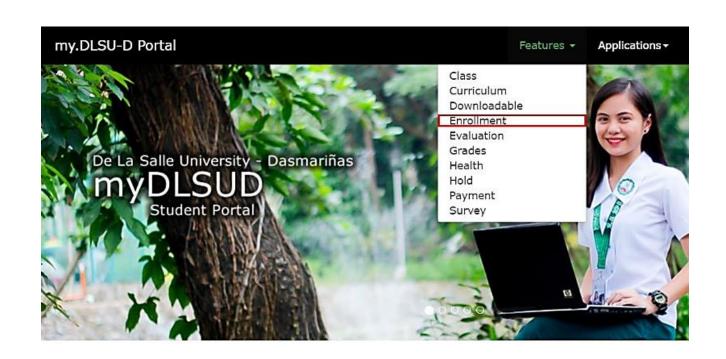
FAQ · Help · Contact Us

#### 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

1. On the **Homepage**, click **Features** menu and select **Enrollment**.





1. Read the **Enrollment Terms and Conditions**. Put a check on the box that confirms you have read the terms, then click **Accept**.

#### Please read the Enrollment Terms and Conditions:

With the new enrollment procedure, the following conditions are added for clarification:

- Payments will be posted within five (5) working days. This also holds for late enrollment. Further, only students who accomplish this provision will be considered OFFICIALLY ENROLLED.
  - 2. Students will print the Official Certificate of Registration (COR) through Online Enrollment.

 $oldsymbol{arDelta}$  I have read and understood the above terms and conditions.

Accept

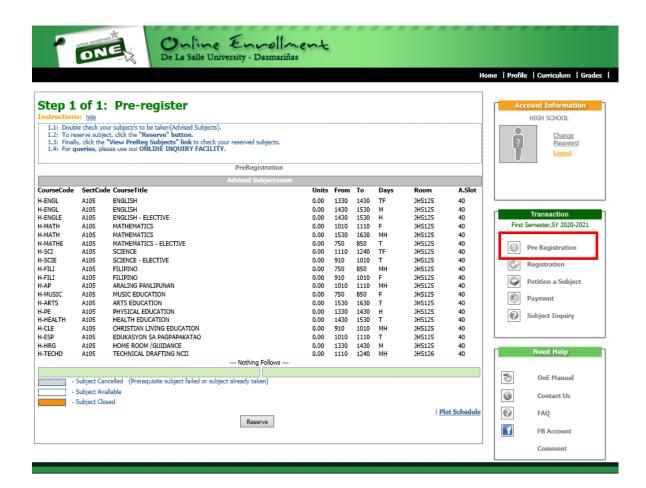
Decline

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De La Salle University - Dasmariñas DBB-B City of Dasmariñas Cavite Philippines 4115

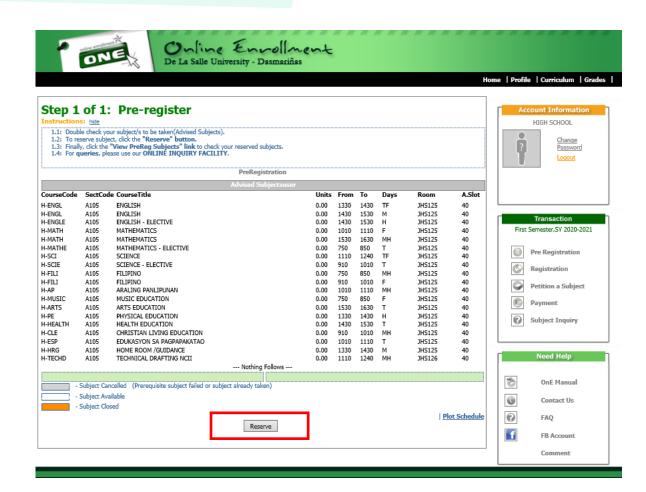
### Pre-registration @ OnE

1. You need to pre-register. Click the **Pre-registration** Button



### Pre-registration @ OnE

1. Click "Reserve" button to be assured of a slot for each subject.

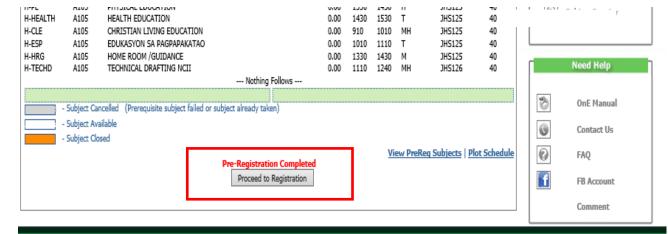


### Pre-registration @ OnE

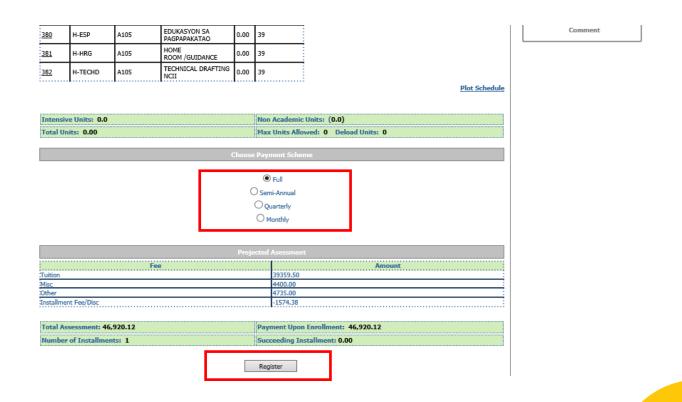
1. After reserving the subjects, this line will appear "Pre-Registration Completed".



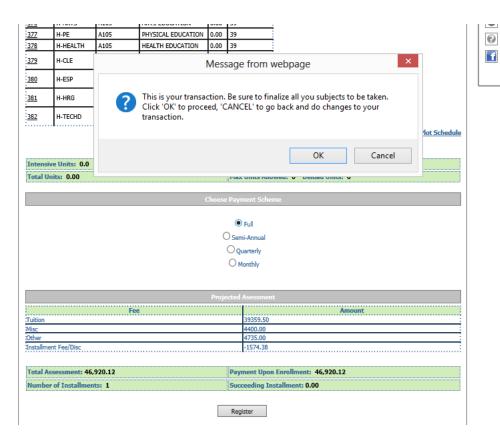
2. To register, click the **"Proceed to Registration"** button or "Registration" Link.



- 1. Check the pre-registered subjects that will appear on the screen.
- 2. Choose preferred payment scheme. (Full, Semi-annual, Quarterly, Monthly)
- 3. Click the "Register" button.

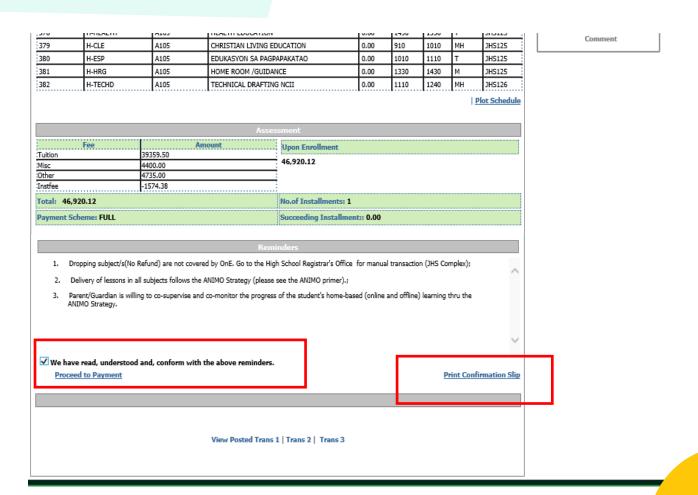


1. Confirm your transaction.



FB Account

- 1. Read the reminders first then check the box with the statement: "I have read and understood the above reminders".
- 2. Click "Proceed to Payment" link if you wish to pay online credit card. Click "Print Confirmation Slip" to print the Confirmation Slip if you want to pay through accredited payment centers.



\*Sample Confirmation Receipt

See payment instructions and accredited payment centers.

Junior High School Online Enrollment Confimation Receipt

Sem/Term: First SY: 2020 - 2021 Student No.: TransNo.: 1

Name:

Program Code/Year Level/Section: G1005 Date Registered: 7/31/2020 8:15:46 PM

Total Assessment: 46,920.12

Upon Enrollment: 46,920.12 Payment Scheme: FULL Succeeding Installment: 0.00 No. of Installment: 1

#### 1FGPC0601A3469201211182013731814P

#### NOTES

- 1. Please present this confirmation receipt upon payment.
- Payments will be entertained at Counter 14-16 (Ayuntamiento) and any of the following payment centers: (Please use Student Number as reference number & DLSU-Dasmariñas as merchants name)

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

- 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.

Student is considered OFFICIALLY ENROLLED if payment of 46,920.12 has been made on or before 08/24/2020.

Last day of Payment: 08/24/2020

Print



### Online Payment @ OnE



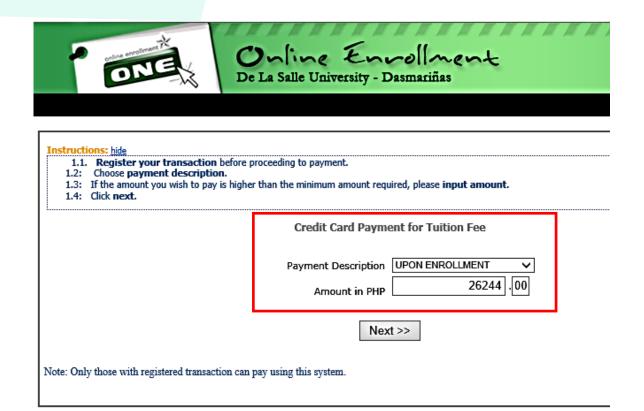
Register your transaction before proceeding to payment.

You may pay through the following:

- □ BPI Bills Payment (over-the-counter & internet banking)
- Metrobank Bills Payment (over-the-counter & internet banking)
- Unionbank Bills Payment (over-the-counter & internet banking)
- SM Bills Payment (Cavite area only)
- Online credit card

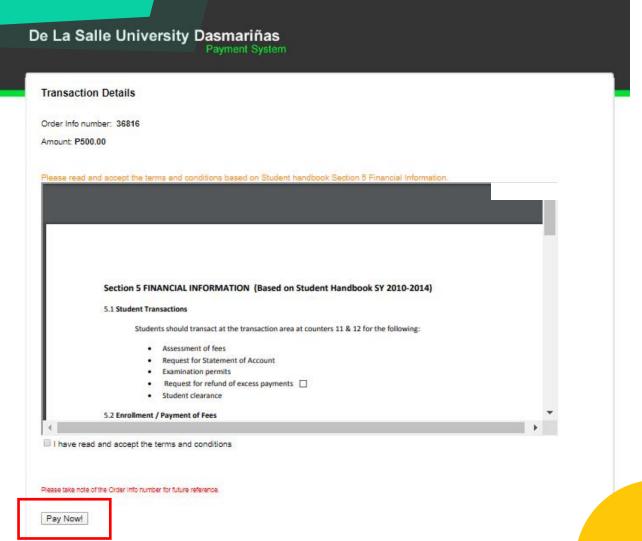
If paying through **ONLINE CREDIT CARD**, choose **Payment Description** 

1. To pay, enter the amount to be paid and click **Next**.



### Online Payment @ OnE

- 1. Read the Terms and Conditions
- 2. Check "I have read and accept the terms and conditions".
- 3. Click Pay Now



# Credit Card Payment Through BDO Gateway

Select your preferred payment method



Learn More

1. Choose and click the logo of your credit card that you will use for your current payment









## Credit Card Payment Through BDO Gateway





You will be directed to supply other information to complete your payment.

- 1. Input your credit card details and click Pay.
- 2. Wait for confirmation



# Generate the Certification of Registration (COR)

1. Once payment is done and posted by the Accounting Office, generate the COR from your student portal account (OnE system)

#### Step 2 of 2: Print Confirmation/New Transaction 2.1: Read the reminders below and check the "I have read and understood the above reminders" checkbox, ther 2.2: Click "Print Confirmation Slip" link to show confirmation slip. 2.3: You can print the COR after posting of your transaction. NOTE: The above schedule/fee may change without prior notice. Failure to pay on or before the cut-off date means forfeiture of your reserved slots. Please do not forget to LOGOUT before leaving this site. Date Posted: 7/31/2020 8:23:33 PM Course Code Sect Code H-ENGL A105 ENGLISH JHS125 ENGLISH 0.00 JH5125 H-ENGLE A105 ENGLISH - ELECTIVE 0.00 1430 1530 JH5125 MATHEMATICS JH5125 H-MATH A105 MATHEMATICS JHS125 0.00 1630 H-MATHE MATHEMATICS - ELECTIVE 850 JH5125 H-SCI A105 SCIENCE 1240 JH5125 H-SCIE A105 SCIENCE - ELECTIVE 1010 JH5125 1010 JH5125 H-FILI 850 JH5125 A105 FTI TPTNO 374 1110 JHS125 A105 ARALING PANLIPUNAN JHS125 H-MUSIC MUSIC EDUCATION 0.00 850 H-ARTS A105 ARTS EDUCATION 0.00 1530 1630 JHS125 JH5125 H-PE PHYSICAL EDUCATION 0.00 1330 1430 378 H-HEALTH A105 HEALTH EDUCATION 0.00 1430 1530 JH5125 CHRISTIAN LIVING EDUCATION 1010 JHS125 H-ESP EDUKASYON SA PAGPAPAKATAO 1110 JHS125 A105 0.00 1010 HOME ROOM /GUIDANCE JHS125 H-TECHD TECHNICAL DRAFTING NCI 0.00 1240 JH5126 Upon Enrollmen 39359.50 46,920.12 4400.00 4735.00

No.of Installments: 1
Succeeding Installment:: 0.00

1. Dropping subject/s(No Refund) are not covered by OnE. Go to the High School Registrar's Office for manual transaction (JHS Complex);

Parent/Guardian is willing to co-supervise and co-monitor the progress of the student's home-based (online and offline) learning thru the

2. Delivery of lessons in all subjects follows the ANIMO Strategy (please see the ANIMO primer).

Total: 46.920.12

ANIMO Strategy.

<sup>\*</sup> Upon checking, log-in to student's portal, go to Enrollment under Features then look for Registration, under the class schedule click print COR.

# Sample Certification of Registration (COR)

De La Salle University - Dasmariñas Junior High School Department

#### OFFICIAL CERTIFICATE OF REGISTRATION

					Transivo	).: I	
		Student No.:	Gender: Male				
Program Code/Year Level/Section: G1005		Department: JH5	Sem/Term: First	SY: 2020 - 2021			
Course Code	Sect Code	Course Title	Units	From	To	Days	Room
H-ENGL	A105	ENGLISH	0.00	1430	1530	М	JH5125
H-ENGL	A105	ENGLISH	0.00	1330	1430	TF	JHS125
H-ENGLE	A105	ENGLISH - ELECTIVE	0.00	1430	1530	Н	JHS125
H-MATH	A105	MATHEMATICS	0.00	1010	1110	F	JHS125
H-MATH	A105	MATHEMATICS	0.00	1530	1630	MH	JHS125
H-MATHE	A105	MATHEMATICS - ELECTIVE	0.00	750	850	Т	JHS125
H-SCI	A105	SCIENCE	0.00	1110	1240	TF	JH5125
H-SCIE	A105	SCIENCE - ELECTIVE	0.00	910	1010	Т	JH5125
H-FILI	A105	FILIPINO	0.00	910	1010	F	JH5125
H-FILI	A105	FILIPINO	0.00	750	850	MH	JH5125
H-AP	A105	ARALING PANLIPUNAN	0.00	1010	1110	MH	JHS125
H-MUSIC	A105	MUSIC EDUCATION	0.00	750	850	F	JHS125
H-ARTS	A105	ARTS EDUCATION	0.00	1530	1630	Т	JHS125
H-PE	A105	PHYSICAL EDUCATION	0.00	1330	1430	Н	JHS125
H-HEALTH	A105	HEALTH EDUCATION	0.00	1430	1530	Т	JHS125
H-CLE	A105	CHRISTIAN LIVING EDUCATION	0.00	910	1010	MH	JH5125
H-ESP	A105	EDUKASYON SA PAGPAPAKATAO	0.00	1010	1110	Т	JH5125
H-HRG	A105	HOME ROOM /GUIDANCE	0.00	1330	1430	М	JHS125
H-TECHD	A105	TECHNICAL DRAFTING NCII	0.00	1110	1240	MH	JH5126
	Course Code H-ENIGL H-ENIGL H-ENIGL H-ENIGLE H-MATH H-MATH H-MATHE H-SCIE H-SCIE H-FILI H-AP H-MUSIC H-ARTS H-PE H-HELITH H-CLE H-ESP H-HELITH H-CLE	Course Code         Sect Code           H-ENGL         A105           H-ENGL         A105           H-ENGLE         A105           H-MATH         A105           H-MATH         A105           H-MATHE         A105           H-SCI         A105           H-FILI         A105           H-FILI         A105           H-FILI         A105           H-FILI         A105           H-AP         A105           H-AMISIC         A105           H-ARTS         A105           H-HEALTH         A105           H-HEALTH         A105           H-HEALTH         A105           H-HESP         A105           H-HESP         A105           H-HRG         A105	Page   Page	Page   Page	Student No.:   Gender: Male	Student No.:   Gender: Male	Part   Part

\*\*\* Nothing Follows \*\*\*

\_\_\_\_\_\_ Amount Tuition 39359.50 4400.00 Misc Other 4735.00 -1574.38 Total: 46,920.12 Upon Enrollment: 46,920.12 Succeding Installment: 0.00 Payment Scheme: FULL No. of Installment: 1

NOTE: The above schedule/fee may change without prior notice.

Payment Scheme

a. Full payment upon enrollment

b. Installment (Semi-Annual, Quarterly, Monthly)

\_\_\_\_\_\_

Program Code/Year Level/Section: G1005

Sem/Term: First

SY: 2020 - 2021

Total Assessment: 46,920.12



#### DLsU-D High School

## Please wait for further announcement regarding the new schedule



Processing of School ID

