







GRADUATE LEVEL: LATE REGISTRATION (with fine)

FIRST SEMESTER SY 2017-2018

<p>ADMISSION SLIP, ID NUMBER, AISIS ACCOUNT AND REGFORM DISTRIBUTION</p> <p>1</p>  <p>Aug 9-11 (Wednesday to Friday) 8AM-12NN; 1-4PM</p> <p>Aug 12 (Saturday) 8AM-12NN</p> <p>Venue: New Students: Office of the Associate Dean for Graduate Programs (OADGP, Kostka Hall, 1st floor)</p> <p>Old Students, Cross Registrants, Auditors and Old and New International (Foreign) students: Registrar's Office (Social Sciences Bldg., 1st floor)</p>	<p>REMINDERS</p> <ul style="list-style-type: none"> • No ID, no entry. Bring any valid ID with picture and signature. • Fill-up Student's Personal Information Data Sheet (PIDS) • For Cross-Registrants: Bring Permit to Cross-Register.
<p>SIGN UPS FOR SUBJECTS</p> <p>2</p>  <p>Aug 9-11 (Wednesday to Friday) 8AM-12NN; 1-4PM</p> <p>Aug 12 (Saturday) 8AM-12NN</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. • Bring RegForm and secure the approval of the department/s concerned.
<p>ENLISTMENT AND REGISTRARS' SIGNATURE</p> <p>3</p>  <p>Aug 9-11 (Wednesday to Friday) 8AM-12NN; 1-4PM</p> <p>Aug 12 (Saturday) 8AM-12NN</p> <p>Venue: Registrar's Office (Social Sciences Bldg., 1st Floor)</p>	<ul style="list-style-type: none"> • No ID, no entry. Any valid ID with picture and signature will suffice. • Bring RegForm • Submit your PIDS
<p>ASSESSMENT</p> <p>4</p>  <p>Aug 9-11 (Wednesday to Friday) 8AM-12NN; 1-4PM</p> <p>Aug 12 (Saturday) 8AM-12NN</p> <p>Venue: Central Accounting Office (Faber Hall, 2nd Floor)</p>	<ul style="list-style-type: none"> • No ID, no entry. Any valid ID with picture and signature will suffice.
<p>PAYMENT</p> <p>5</p>  <p>Aug 9-11 (Wednesday to Friday) 8AM-12NN; 1-4PM</p> <p>Aug 12 (Saturday) 8AM-12NN</p> <p>Venue: Xavier Hall, 1st Floor</p> <p>* To avoid long lines, you may opt to pay off-campus 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 the 2nd banking day from the time payment is made • Only if you paid on-campus will Cashier print your Tuition Receipt.
<p>ID APPLICATION/VALIDATION</p> <p>6</p>  <p>Aug 9-11 (Weekdays) 9AM-12NN; 1-4PM</p> <p>Aug 12 (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 2017-2018. Those enrolled during the Intersession need only to validate their ID. • 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 or validation. • Tuition Receipt is NOT needed for ID application or validation. • Make sure you paid online at least 2 banking days before you apply for or validate your ID. • NO PROXIES ALLOWED for ANY ID related matters. • Strict ID wearing starts on August 22, 2017.