



# ENROLLMENT FORM

New Student  
 Regular Student  
 Irregular Student

NAME Sample Sample S.  
*Last Name* *First Name* *MI*

COURSE A.B. Theology  
 MAJOR Pastoral Studies

Date 13-Aug-23  
 Student No. 2023-00002  
 Year & Section Freshman  
 SEM & YEAR 2nd 2019-2020

SUBJECT CODE	SUBJECT	LECTURE		LAB	SCHEDULE	PROF.	REMARKS
		Unit	Hours				
CECORE1101	Old Testament Survey	3	3				
CECORE1102	Evangelism and Discipleship	3	3				
CEGE1101	Contemporary World	3	3				
CEPM1101	Foundation of Education	3	3				
CEGE1102	Understanding Self	3	3				
CECORE1103	Hermeneutics 1	3	3				
PE 1	Physical Education 1	2	2				
NSTP 1	National Service Training Program 1	3	3				
		<b>23</b>	<b>23</b>				

**DESCRIPTION**

**AMOUNT**

<i>Tuition Fees:</i>			
Tuition Fee (NSTP)	1.5units @ 350	525.00	
Tuition Fee		7,000.00	<b>7,525.00</b>
<i>New Student Fees:</i>			
ID, Student Handbook, Matriculation		1,350.00	<b>1,350.00</b>
<i>Miscellaneous Fees:</i>			
Online Student Orientation		150	
Digital Library		1,000.00	
Enrollment Management Fee		500	
Guidance Counseling		500	
Institutional Development Fee		1,150.00	
ICT Development Fee		1,200.00	
System & Online Services Fee		500	<b>5,000.00</b>
<i>Other Fees:</i>			
Health Insurance		500.00	
Registration Fee		150.00	
Development Fee		2,000.00	<b>2,650.00</b>
<b>TOTAL ASSESSMENT FEES</b>			<b><u>16,525.00</u></b>

**SCHEDULE OF PAYMENT**

	[ ] Full Payment	[ ] 2 Payments	[ ] 3 Payments	[ ] 4 Payments	[ ] 5 Payments
<i>Upon Enrollment</i>	16,525.00	8,512.50	5,841.67	4,506.25	3,705.00
<i>2nd Payment</i>			5,841.67	4,506.25	3,705.00
<i>3rd Payment</i>				4,506.25	3,705.00
<i>4th Payment</i>		8,512.50	5,841.67	4,506.25	3,705.00
<i>5th Payment</i>					3,705.00
	<u>16,525.00</u>	<u>17,025.00</u>	<u>17,525.00</u>	<u>18,025.00</u>	<u>18,525.00</u>

Kindly sign below to attest the correctness of all entries:

Conforme:

\_\_\_\_\_  
(Signature Above Printed Name)

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
Cashier

O.R. No. \_\_\_\_\_

O.R. Date \_\_\_\_\_

**Waiver**

We acknowledge and respect the authority of Alpha College for Theological Studies (ACTS) to deny our child's attendance in classes if we fail to make two (2) payments for tuition consecutive installment and other school fees as outlined in the current payment schedule. Our child will be readmitted once all outstanding fees are settled. However, during the period our child was unable to attend classes, he/she will have sole responsibility for catching up on missed lessons, assignments, and exams that were administered.

\_\_\_\_\_  
(Signature Above Printed Name of Parent/Guardian)