



ENROLLMENT FORM

New Student
 Regular Student
 Irregular Student

NAME Sample Sample S. MI Date 2-Feb-24
Last Name *First Name* *MI* Student No. 2023-00001
 COURSE Certificate Program Year & Section Certificate Program
 MAJOR Pastoral Studies SEM & YEAR 1st 2022-2023

SUBJECT CODE	SUBJECT	LECTURE		LAB	SCHEDULE	PROF.	REMARKS
		Unit	Hours				
CPS101	Introduction to Hermeneutics	3	3				
CPS102	Introduction to Homiletics	3	3				
CPS103	Church History – Book of Acts Level 1	3	3				
CPS104	Missiology (History, Principle & Practice Level 1)	3	3				
CPS105	Pastoral or Ministerial Life, Qualifications & Work	3	3				
CPS106	Life of Christ – Gospels	3	3				
		18	18				

DESCRIPTION	AMOUNT
<i>Tuition Fees:</i>	
Tuition Fee	6,300.00 6,300.00
<i>New Student Fees:</i>	
ID, Student Handbook, Matriculation	1,350.00 1,350.00
<i>Miscellaneous Fees:</i>	
Online Student Orientation	150
Digital Library	500.00
Enrollment Management Fee	500
Guidance Counseling	
Institutional Development Fee	1,150.00
ICT Development Fee	1,200.00
System & Online Services Fee	500 4,000.00
<i>Other Fees:</i>	
Health Insurance	
Registration Fee	150.00
Development Fee	2,200.00 2,350.00
SUBTOTAL FEES	14,000.00
Full Payment Discount	500.00
TOTAL FEES	13,500.00

SCHEDULE OF PAYMENT	[] Full Payment	[] 2 Payments	[] 3 Payments	[] 4 Payments	[] 5 Payments
Upon Enrollment	14,000.00	7,250.00	5,000.00	3,875.00	3,200.00
2nd Payment			5,000.00	3,875.00	3,200.00
3rd Payment				3,875.00	3,200.00
4th Payment		7,250.00	5,000.00	3,875.00	3,200.00
5th Payment					3,200.00
	<u>14,000.00</u>	<u>14,500.00</u>	<u>15,000.00</u>	<u>15,500.00</u>	<u>16,000.00</u>

Kindly sign below to attest the correctness of all entries:
 Conforme:

_____ Registrar _____ Cashier
 (Signature Above Printed Name)

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)