



ANNOUNCEMENT

**Updated Admission and Reservation Process for
Incoming Grade 11 and Transferees for AY 2020-2021**

For USC Grade 10 students and NON-USC applicants who have already taken the entrance exam and have qualified for admission to a particular strand:

- You can opt to pay the down payment of **PhP2,000.00** through any of our official payment channels (*see attached list*) to reserve a slot.
 - Please send a copy of the payment receipt to shregistrar@usc.edu.ph so the Registrar's Office can issue a slot number.
 - Submit all admission requirements at the SHS Registrar's Office once the University resumes office work.
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For Grade 11 applicants who have already submitted the admission requirements and already paid the testing fee:

- Please call the **CDC Testing Office** (032) 230-0100 local 808 or 09992267546, to schedule your entrance exam once the University resumes office work.
 - Social distancing is strictly imposed for the exam, so the number of examinees would be limited per schedule. Examinees must wear protective masks when they come to take the entrance exam.
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For Grade 11 applicants who already took the exam and are waiting for the results:

- Please send an inquiry via email to shregistrar@usc.edu.ph to receive confirmation if you are qualified to reserve for the strand you are applying for.
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For Grade 11 applicants and transferees who wish to take the entrance exam:

- Submit a scanned copy of Form 138 and NCAE result to shregistrar@usc.edu.ph for evaluation.
- A reply will be given through email with the results of evaluation and schedule for taking the entrance exam.
- Social distancing must be strictly followed, so **walk-in applicants are discouraged** to avoid crowding at the Registrar's Office and at the USC Testing Center.

For everyone's guidance and compliance starting this **April 15, 2020**.

(SGD.) **MARICEL E. JUDILLA**
Senior High School Registrar



OFFSITE PAYMENT CENTERS FOR SCHOOL FEES

1. LOCAL PARTNERS

Bank/pawnshop	Payment facility	Mode of payment	Charges	Posting
1. ASPAC	Over the counter at any branch	Cash only	FREE	NEXT BANKING DAY
2. BDO Acct. no. 002428009644	Over the counter at any branch for account with deposit reference (no online transaction)	Cash Check (on-us and off-us)	Php 25.00	
3. BPI	<ul style="list-style-type: none"> •Over the counter at any branch •Online banking •ATM 	Cash Check (on-us only)	FREE	
4. PNB		Cash Check (on-us only)	Php 10.00	
5. METROBANK		Cash Check (on-us only)	FREE	
6. UCPB		Cash Check (on-us and off-us)	Php 10.00	
7. UNIONBANK		Cash Check (on-us and off-us)	FREE	
8. Cebuana Lhuillier Pawnshop	Over the counter at any branch	Cash	Php 10.00	2-3 BANKING DAYS
9. Gemmary Pawnshop				
10. Prince Retail				
11. Bayad Center				

2. INTERNATIONAL PAYMENTS

For wire transfer or remittances from abroad, kindly email queries to Bank Payment Staff at offsitecol@usc.edu.ph.